

FLANDREAU FLIERS



**"Empowering all students to become learners and
leaders in a diverse and dynamic world"**

Student Handbook 2020-2021

Flandreau Public High School
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ADMINISTRATION

Rick Weber—Superintendent/Activities Director
Nichole Herzog—High School Principal
Brendan Streitz—Network Administrator

Dear Students and Parents,

Welcome to Flandreau High School! We are excited and proud to have you join our Flier family for the 2020-2021 school year.

Students and parents are responsible for reading this handbook carefully and being familiar with its contents. It outlines the basic policies of the Flandreau Public Schools as approved by the Flandreau Board of Education, and the specific procedures of Flandreau High School. It is designed to help you have a successful year at Flandreau High School.

We expect all students to be Safe, Organized, Accountable, and Respectful. We expect you to SOAR. We are counting on you to put forth a great effort, respect fellow students, cooperate with staff members, follow all school rules, and be a high-quality student citizen of Flandreau High School. Together, we will work with you and your parents to make sure that you can learn, grow, and achieve great things.

We encourage you to be actively involved in Flandreau school life. Usually, the more involved students are in school, the more success they experience. We will do our best to make sure our school continues to be a warm, safe, friendly, and caring place where all students feel welcome. Remember, your success is directly related to your efforts.

Have an awesome school year!

Ms. Herzog - Principal

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INTRODUCTION

This student handbook was prepared to orient new students of Flandreau Public Schools and to guide for those already enrolled at FHS. It is the position of the school board of Flandreau Public High School that learning can best take place in an orderly environment in which all students may develop to their fullest potential. To maintain this environment, students must be made aware of their rights and of certain conditions accompanying these rights. This handbook is intended to promote consistent and fair treatment of all students in an atmosphere of open communication, self-discipline, and clearly understood rules and regulations.

The student handbook does not include every situation that may possibly arise during the school year. If any situation not specifically covered should arise, the administration will make every effort to act fairly and in a reasonable time frame. The best interest of the student, school and community will be greatly considered. Each situation is different and will be handled on a individual basis. It is sincerely hoped that each student will have a successful and enjoyable school year. Take the time to know the rules and regulations that students are expected to follow and many of the little problems can be avoided. If students have questions or problems, come see the principal.

FLANDREAU PUBLIC SCHOOLS NON-DISCRIMINATION STATEMENT

The Flandreau School District 50-3 advises students, parents, employees, and the general public that educational programs or activities and employment opportunities will be offered without regard to sex, race, color, national origin, or disability. The person designated to coordinate Title IX and Section 504 is the High School Principal and for Section 504 is the District's Special Education Director If you have any questions or concerns about this policy you should contact:

Title IX Coordinator
C/O HS Principal
Flandreau School District
600 West Community Drive
Flandreau, SD 57028
(605) 997-2455

504 Coordinator
C/O SPED Director
Flandreau School District
600 West Community Drive
Flandreau, SD 57028
(605) 997-2455

Regional Director, U.S. Department of Education, Office of Civil Rights, 8930 Ward Parkway, Suite 2037, Kansas City, MO 64114. Phone (816)268-0550. Fax (816) 823-1404.

ACCREDITATION

Flandreau is a four-year, North Central Accreditation high school and is rated by the State Department of Education as a First Class High School.

ABOUT THE SCHOOL

The team name of the Flandreau High School is "Flandreau Fliers." The school colors are purple and gold.

SCHOOL SONG

We are from Flandreau High School,
We're proud to let you know.
We're cheering from the sidelines,
Prepared for any foe.
Rah! Rah! Rah!
We shall soon have victory
Or even if we lose,
We'll take the loss as sportsmen do,
For F.H.S. we're true!

STUDENT RIGHTS AND RESPONSIBILITIES

All students are entitled to enjoy the basic rights of citizenship recognized and protected by law for persons of their age and maturity. Flandreau Schools shall foster a climate of mutual respect for the rights of others. Each student is expected to respect the rights and privileges of other students, teachers, and District staff. Students shall exercise their rights responsibly, in compliance with rules established for the orderly conduct of the District's educational mission. The District's rules of conduct and discipline are established to achieve and maintain order in school. Students who violate District or school rules shall be subject to disciplinary measures designed to correct the misconduct and to promote adherence by all students to their responsibilities as citizens in the school community.

Student responsibilities for achieving a positive learning environment at school or school-related activities include:

1. Attending all classes daily and on time.
2. Being prepared for each class with assignments and appropriate materials.
3. Behaving in a responsible manner.
4. Observing all school rules, including safety rules.
5. Respecting individuals and property.
6. Being aware of all rules and regulations and conduct himself/herself in accordance with the student code of conduct.
7. Dressing in accordance with the school standards of propriety, safety, health, and good grooming.

SCHOOL ADMISSIONS

In accordance with state law, all persons over five and under 21 years of age and all veterans (except dishonorably discharged veterans) who are residents of the district will be eligible to attend the public schools free of charge if they have not already received a high school diploma.

Upon registration, all new students will be required to present the following:

1. Proof of date of birth through a birth certificate or affidavit in lieu of birth certificate.
2. Record of immunizations and a health certificate from a licensed physician.
3. Proof of residency, if requested, and legal guardianship.

If any student is under suspension or expulsion in a school district, the student may not be transferred to another school district until the suspension or expulsion has expired. The sending district shall notify, in writing, the receiving district of the suspension or expulsion upon request of the student's permanent school records by the receiving school.

STUDENT RECORDS

The Flandreau Public Schools recognize the district responsibility to protect the privacy and rights of the students and parents of this community. The following policy shall be adapted in an effort to assure the right of privacy and to comply with the Family Educational Rights and Privacy Act of 1974.

The record keeping procedures of the school district shall be governed by the following:

1. Parents of students attending Flandreau School District 50-3 upon giving proper notice of completing the necessary written form shall be able to inspect the school records of their children and have the right to a hearing with school officials to challenge the accuracy of such records.
2. Written consent of parents shall be obtained before releasing school records or portion of it to third parties except where permitted by law. Eighteen-year-old students may sign their own consent forms.
3. An official accounting of persons or agencies who have inspected the student's file shall be a permanent attachment to the file. The School Superintendent or his designee shall be responsible for the development and administration of forms and filing forms.

DIRECTORY INFORMATION

The Flandreau School District No. 50-3 designates the following student information as "directory information," which can be disclosed without prior written consent. Parents will be notified as of this disclosure through school newsletter or at time of registration.

1. The student's name.
2. The names of the student's parents.
3. The student's address.
4. The student's date of birth.
5. The student's class designation (i.e. 9th grade, 10th grade, etc.)
6. The student's extra-curricular participation.
7. The student's achievement awards or honors.
8. The student's weight and height if a member of an athletic team.
9. The student's photograph.
10. The school or school district the student attended before he or she enrolled in the Flandreau School District.

Within the first three weeks of each school year, the Flandreau School District will publish in the official newspaper the above list, or a revised list, of the items of directory information it proposes to designate as directory information. For students enrolling after the notice is published, the list will be given to the student's parents or the eligible student at the time and place of enrollment.

After the parents or eligible students have been notified, they will have two weeks to advise the school district in writing (a letter to the Superintendent's office) of any or all of the items they refuse to permit the district to designate as directory information about that student.

At the end of the two-week period, each student's records will be appropriately marked by the records custodians to indicate the items the district will designate as directory information about that student. This designation will remain in effect until it is modified by the written direction of the student's parents or eligible student.

STUDENTS OF LEGAL AGE

Legal age is 18 in South Dakota. Students reaching legal age, like all other students, shall comply with the rules established, pursue the prescribed course of study, and submit to the authority of teachers and others in authority over them.

Tobacco or Tobacco-like products. Smoking (cigarettes, vape, e-cigarettes, inhalation devices) or chewing tobacco by students, regardless of age, is prohibited in the school building, on the school grounds, or at activities sponsored by the school, both on-campus or off-campus.

Alcohol and Drugs. The use, possession, or distribution of alcohol or drugs in the building, on school grounds, or at school-sponsored activities is prohibited. Students under the influence of either shall be subject to disciplinary procedures. The parent or guardian will be notified in the event of an offense, but if the student refuses parental participation, the school administration may involve police action, where advisable, without parental consent.

Supervision/Exclusion. All suspension and/or expulsion proceedings shall conform to requirements of school district policy. Notification shall continue to be sent to parents or guardians of all such suspension or expulsions. Students of legal age, however, are permitted to represent themselves upon reinstatement to school following a suspension. If a student wishes to represent himself without parental involvement, he or she shall sign a statement to that effect.

Permission to Inspect Student Records. Students of legal age may request permission to inspect their personal school record but may review it on a "need to know" basis only.

Report Cards. Failure letters and progress reports will continue to be sent home to the parents or guardian.

Rights and Responsibilities. The regulations pertaining to residence requirements shall pertain to students of legal age.

Excuses From School. The school will verify requests from students who wish to leave school early for reasons such as job interviews, college visits, driver testing, etc., with the organization being visited. Permission to leave school early can still be denied for what may be considered a non-valid reason.

Financial Responsibility. Students of legal age can be held financially responsible for damage to school property.

SCHOOL HOURS

The Flandreau High School is open to students Monday through Friday from 8:00 a.m. to 4:00 p.m. Most school days begin at 8:30 a.m. and conclude at 3:30 p.m. Wednesdays are 3:00 p.m. dismissals for staff in-service.

The breakfast program begins at 8:00 a.m. and students entering the building early for breakfast should go directly there and not be in the hallways. The school is liable for children only during school hours and at school-sponsored programs.

CHURCH NIGHT

The school, along with the ministers of the various churches, has agreed that Wednesday evening is Church Night. The school will avoid scheduling activities after 6:00 p.m. for that evening, thus leaving the students free to participate in activities held by their respective churches. This practice does not include class work.

WEATHER CLOSING

In case of extremely inclement weather, school will be closed. The school authorities will make the decision as early as is possible on these occasions. School closing announcements will be aired over local radio stations, Alert Now System, local television stations and their respective web site addresses.

INSURANCE

The school makes insurance available to all students. It is not compulsory, but in order to make it available to our athletes, it must be made available to all students at the beginning of each school year. A child in elementary, middle, or high school may be insured for the entire school year against medical, dental and hospital expenses resulting from injuries sustained while engaging in a school activity, whether it be classroom, hall, playground, gym, shop, laboratory, extra-curricular activity or field trips. In addition, a child may be covered for all accidents occurring between home and school.

MEDICATIONS

For the safety of all the children, students are not permitted to have medicine in their possession while at school. If a child is required to take oral medication during the school hours and the parent cannot be at school to administer the medication, only the principal's designee will administer the medication in compliance with the guidelines that follow:

1. Written authorization signed by the parent will be required for prescription medications and will include:
 - A. Child's name
 - B. Name of medication
 - C. Purpose of medication
 - D. Time to be administered
 - E. Dosage
 - F. Termination data
2. Written authorization designating types of non-prescription medicine (Tylenol, cough drops, etc.) signed by a parent and doctor will also be required.
3. The parents of the child must assume responsibility for informing the school of any change in the child's health for change of medication.
4. The school retains the discretion to reject requests for administration of medicine.
5. If a child is diabetic, epileptic, and asthmatic or has other serious health concerns, the school must be notified to ensure safety.
6. The medication must be in the original container.

Use of a drug authorized by a medical prescription from a registered physician shall not be considered a violation of rules. However, students at school may not carry these drugs. Upon arrival at school, such drugs must be taken to the office, left there for the day, and taken in the presence of office personnel.

IMMUNIZATION

The Board encourages parents and students to preserve and protect each student's general health. The Board will, therefore, recommend that each child should have a complete physical examination by a licensed physician upon entering fourth, eighth, and twelfth grades. All new entrants to the school system will also receive a recommendation for a physical examination.

By state law, children who attend the district's Pre-school will also be examined by a physician prior to admission.

Pre-school, Kindergarten, and all out-of-state entrants must, prior to admission, be tested and free from contagious form of tuberculosis, and have received or are receiving immunization against polio, diphtheria, pertussis, rubella, mumps and tetanus.

Exceptions to this policy include: immunizations that would endanger the life or health of the child, or a written statement by the parents that such immunizations are against the religious beliefs of the child's family.

A physical examination is required for all students who participate in interscholastic athletics and may be required for other school activities.

Annually, students will also be subject to routine health screenings for hearing and visual acuity, and dental, scoliosis, and communicable diseases.

SCHOOL FOOD SERVICES/LUNCH PERIOD

The Flandreau School District offers a nutritious food service that includes a breakfast and lunch program for any interested student. To apply for free or reduced meals, use the Free and Reduced Price School Meals Application in the high school office. Fill out all required information and return completed application to the High School Office.

All students, except those on senior privileges, are required to eat their lunches at school. Lunches and breakfast must be pre-paid and must be eaten in the cafeteria. Students may bring sack lunches, but meals are not to be ordered and delivered to the school from businesses. Over the noon hour, students are not to be in their cars or in the parking lot without permission from the principal's office.

COMPULSORY ATTENDANCE

As according to state law; students are required to attend school until the age of eighteen (18).

SDCL 13-27-1. Responsibility of person controlling child for school attendance--General education development test preparation program--Kindergarten--Transfer from another state. Any person having control of a child, who is not younger than five or older than six years old by the first day of September, or any child who, by the first day of September, is at least six years old, but who has not exceeded the age of eighteen, shall cause the child to regularly attend some public or nonpublic school for the entire term during which the public school in the district in which the person resides, or the school to which the child is assigned to attend, is in session, until the child reaches the age of eighteen years, unless the child has graduated or is excused as provided in this chapter.

ATTENDANCE POLICY

The entire process of education requires a regular continuity of instruction, classroom participation, learning experiences, and individual study in order to reach the goal of maximum educational benefits for each student.

While it is true that written work can be completed despite a student's absence from class, class instruction and presentation, discussions, audio-visual presentations, and student-teacher interaction can never be made up for an individual student who has missed them. This is the essence of schooling. A student's contribution to and achievement in class are directly related to attendance.

It is critical for both students and parents to understand that students miss an essential portion of their education when they are absent from class. Furthermore, South Dakota statutes require the local Board of Education to enforce definite standards of attendance, with few valid excuses for absences.

Attendance Policy: Students in grades 9-12. A student may not be absent more than 14 periods per class enrolled in. Absenteeism beyond the 14 periods per class due to lengthy illness, death, or family emergency will be given consideration by the administration. An attendance report will be prepared when a student accumulates 5, 10, and 14 or more absences in a class. After a student has been absent from school for ten (10) absences in a class during a semester, he or she will have the opportunity to make up the work and the time missed at the Principal's discretion. If a student is not making progress towards making up the time, he or she will be assigned times to make up the time by the Principal. This can be before school, after school, or during Saturday school. Make-up time must be completed before the end of the semester. If a student has not made up the time required by the end of the semester, no credit will be given for any class the student is enrolled in for that semester.

If a student shows up for school after 8:50 am for school, the student will be counted as absent for first hour. If a student shows up before this time, he/she will be counted as tardy.

Absences will be grouped under three main categories:

1. Exempt: The Flandreau Public School will exempt (will not be counted towards the fourteen (14) class periods) for the following reasons:
 - a. Bereavement for immediate family. (Father, Mother, Sibling, Grandparents)
 - b. School activities
 - c. Students who are hospitalized for a long period of time or if a doctor's note states that a student is not to attend school.
 - d. Documented Excused Absences: medical, physical therapy, orthodontics, dental & legal appointments that cannot be scheduled after school hours and are necessary to be scheduled during the school day. This will need to be verified in writing on formal letterhead and submitted to the high school office for approval.
 - e. Seniors will be allowed two days of college or technical school visits if they are arranged through the academic advisor or principal's office. Additional days may be extended to Seniors, with special permission from the principal. Juniors will be allowed two days to attend a college or technical school visit. Sophomores will be permitted one day of college or technical school visit during the second semester of the school year.
 - f. Discretion of Administration
2. Excused: The Flandreau Public School recognizes that a student may be gone from school. Absences that may be excused, but count towards the fourteen (14) class periods are: personal illness, funerals, family vacations, weddings, & special family events.
3. Truant: Absent from school without knowledge of parents or the school for an invalid reason. Such absences might be the outright skipping of a class or classes. (See Truancy)

NOTE: Students entering after the semester begins will have their absence pro-rated.

If a student has not made up his or her hours by the end of the semester, the following will happen:

1. No credit will be given for the class(es) with 14 or more absences that semester.
2. GPA will not be figured.
3. Will not be on any Honor Roll.

It is the student's responsibility to:

1. Make sure he/she knows where to report each day to work on making up time.
2. Be on time. If the student is not on time, the time will not count.
3. Get approval for time served from Ms. Herzog, or detention supervisor at the end of the make-up period.

Rules concerning make up time:

1. Normal make up time is scheduled for either 7:30-8:20 am or 3:30-4:00pm. You may make up time during Saturday school if there is Saturday school scheduled. If you do this, you need to notify the Saturday school supervisor or Ms. Herzog. If you wish to stay longer than this you will need to make arrangements with Ms. Herzog or with teacher that is supervising you.
2. Make up time will be scheduled with the principal during the school term.
3. You must be working on academic subjects during the make-up time.

Extenuating Circumstances:

1. Time that a student spends in the hospital would not count in the fourteen (14) class periods, as long as notification was received by the attending physician.
2. Time that a student must spend at home for convalescence. This would have to be a doctor ordered with time specified. This will need to be verified in writing on formal letterhead and submitted to the high school office for approval.

Additional Attendance Guidelines:

1. A student who becomes ill while in school will report to the principal's office, and an attempt will be made to contact the parents/guardian before allowing the student to go home.
2. Students who plan to participate in or attend a school activity which takes place after school hours must be in attendance that afternoon beginning with fifth (5th) period. This includes practice.
3. A student will not leave school during the school day without reporting to the principal's office for permission. Failure to report will be considered truancy.
4. There may be reasons for a student to be absent from school for short periods of time that do not mean the missing of class. A note must be sent from home and then a pink pass obtained from the principal's office before the student will be allowed to leave.
5. For any absence for a school-sponsored activity, students are to have their purple activities slip completed before they are allowed to leave for that activity.
6. **A student missing school on the day of a previously announced test will be expected to take the tests on the first day back to school.**
7. Students will not be dismissed from school to go to work unless it is for their parents. This is discouraged and requests will be considered on an individual basis.
8. Student visitors are not allowed due to the disruption of the teaching-learning process. Visitors may come for lunch providing the office is notified by 8:30 am.

SENIOR SKIP DAY

Traditionally, seniors are released one-two days prior to the last calendar day of the school year. This day is a privilege for seniors only. Any additional absence by the class is not condoned by the school, and will be dealt with according to the attendance policy. Even if a parent calls in to excuse Seniors during a non-approved Senior skip day, the administration of the school has the right not to excuse the student and follow the discipline matrix guidelines.

STUDENT ABSENCE FOR RODEO PARTICIPATION

Students who participate in High School Rodeo from Flandreau may from time to time be absent from school for the purpose of participation in High School Rodeo.

Therefore, students who participate in Rodeo will be allowed to attend, independent of the Flandreau School District, and under the supervision of their parents. Absence due to participation in South Dakota approved Rodeos will not be counted against the student in regard to attendance.

Students participating in High School Rodeo must provide proof of their membership in the South Dakota High School Rodeo Association on an annual basis to the High School Activities Director in order to be considered for this policy.

Students participating in High School Rodeo must be paid and insured members of the South Dakota High School Rodeo Association.

In order to remain members of the South Dakota High School Rodeo Association students must provide written proof from their school that they are in good academic standing as well as copies of their report cards.

PROCEDURE IN CASE OF AN ABSENCE

Parents should call the school (997-2455) between 7:30-8:30 a.m. to report that their child will be absent for the day. If no call is received by 8:30 a.m., the school may call the home and contact a person to verify the absence. The parent's call to the school on the morning of the absence will be that student's excuse to receive a make-up slip. The student must bring a written note as well.

A note must be brought to the office on the day the student comes back to school. Parents may be called to verify any note. The student must report to the office upon his/her return to obtain a make-up slip. The signed note should state the date of the absence, the reason for the absence, and the date the note was written.

Three things the student must do with a make-up slip are:

1. Present it to each teacher for admission to class. Without this, teachers must refuse admission.
2. Have teachers indicate make-up work on the slip.
3. After assigned make-up work is completed, have the respective teachers initial the make-up slip.

TRUANCY/UNEXCUSED ABSENCES

An absence from school without the authorization of the parents or permission from the school principal is an unexcused absence and shall be considered truancy. The principal has the final say as to whether an absence is excused or unexcused. The parent of a student who is habitually absent may be given a citation by the School Resource Officer, and will be referred to the States Attorney. This will be determined by the principal with consideration for individual circumstances.

1. The first violation: a parent shall be notified by call or text by the principal's office. If unable to contact or leave a message for the parent, written notification may be delivered to the parent's home by the School Resource Officer or school liaison. Saturday detention will be assigned.
2. Second Violation: The student shall be assigned to the alternative learning room for 1 day. A student will not be readmitted until a conference has been held with the parent, student, administrator, and/or academic advisor.
3. Third Violation: The student shall be assigned to the alternative learning room up to 5 days. A student will not be readmitted until a conference has been held with the parents, student, administrator, and/or academic advisor. School administrators may recommend school expulsion not to extend beyond the school year for any additional truancy.

TARDINESS

Tardiness is the failure to be at one's assigned workstation when the final bell rings for each class period. The classroom teacher determines "work station." Punctuality is an important job-embedded skill necessary for future success.

- A. A student who thinks that they may be tardy between classes for a valid reason, such as going to the restroom or locker, should receive permission from the instructor of the next class; otherwise, the tardy will be unexcused.
- B. There are no penalties for excused tardies. "Excused" indicates the student was not at fault or was justified in being tardy.
- C. **Consequences for tardies will be as follows:**

If a student is tardy for class, he/she will be directed to return to that class after school to make-up the time lost by his/her tardy. IE: a student who is 30 seconds late to 2nd period will return to the 2nd period teacher at the end of the day to make-up the 30 seconds. This provides time for the teacher and student to have a conversation about what caused the tardy and how to avoid it in the future. If a student is tardy to multiple classes in one day, he/she will be expected to go to each of those classes after school to make-up the time lost.

Student athletes or participants in after-school activities are expected to attend to their tardy consequences before going to practice.

Habitual tardiness will result in additional interventions, and possible office referral.

Tardy to First Period: Only through a medical or dental appointment or weather-related issues is a student's lateness to school an excused tardy to his or her first period class. Medical or dental appointments must have verification by the doctor's office for the tardy to be excused. After 20 minutes have passed, students will be considered absent from that class and the student will serve lunch detention that day.

MAKE-UP WORK

1. Students are expected to complete and submit all assignments.
2. Assignments eligible for make-up will be indicated with an M in the gradebook.

3. When students miss school, it is their responsibility to get their make-up work from their teachers.
4. When students miss school, they will have two days to complete assignments for each day of absence without penalty.
5. When students know that they will be absent, they must complete assignments before the absence unless prior arrangements have been made with the teacher.
6. Students missing school on the day of a previously announced test will be expected to take the test immediately upon their return to school unless other arrangements are made with the teacher.
7. In order to monitor student progress more closely, grades will be updated and posted by Monday at Noon.
8. On Monday, a list of students currently earning an F's in any class will be published and distributed to the faculty.
9. Students will work with teachers and coaches to raise grades.
10. Students earning F's will lose all study hall privileges until the next posting period. (One week)
11. Students with missing assignments may be placed on ICU list.

RELEASING STUDENTS FROM SCHOOL

1. Children should be released from school to their parents or to persons authorized by their parents.
2. Children should be released to a police officer only if a warrant is issued or if students violate the Zero Tolerance Policy. Parents will be notified.
3. In cases of family dissension (divorce, step-parents, grandparents of separated parents, etc.), a request often comes to prohibit one parent/guardian or another from taking the child from school. Such requests will be honored only if legal status is established.
4. Children should be released for days of religious observance only upon request of their parents. A note signed by the parent must be brought prior to the day of observance.
5. Students that leave during school hours for the clinic, doctor appointments, musical lessons, etc. must have signed permission from the parents before such trips are allowed.
6. Students may not contact or text their parents to come pick them up for lunch or to pick them up from school early without permission from the principal's office.
7. Teachers are instructed not to admit visitors to the classroom without a note from the office. Signs on school doors instruct the visitor to report to the office first.
8. Students should be sent home during school hours only with the parent or with another authorized adult if the parent is not available.
9. Students may be excused upon parent's written request to participate in playing of taps or piano at funerals.

PARTICIPATION IN FIELD TRIPS

Students must meet the following requirements in order to attend any off-campus (school-sponsored) events:

1. Must have D- or higher in all classes
2. Must have purple slip filled out by each teacher
3. Must not have any outstanding detentions or Saturday School

PARTICIPATION IN ASSEMBLIES AND SPECIAL EVENTS

Students must meet the following requirements in order to attend any on-campus assemblies or special events (unless determined otherwise by the principal)

1. Must not have an F in any core/required class
2. Must not have any outstanding detentions or Saturday School

DRESS CODE

Your individual grooming, the way you dress and how you behave have a direct bearing on how others react to you. Dress and grooming should be clean and appropriate to the situation. The administration reserves the right to determine whether a student's attire and appearance is potentially hazardous, disruptive to the education process, appropriate or acceptable. The administration may request a student to change attire.

The following are examples of appropriate and inappropriate dress during school hours:

- A. Writing, symbols, or pictures on any garment, including masks, must not pose a threat to safety, disruption to education, or be used as a way to show messages of hate, discrimination, or racism.
- B. Footwear must be worn at all times.
- C. Students may not wear caps, hats, visors, or bandanas in the building during the school day.
- D. All students must wear shirts, blouses, or sweaters that cover the chest, stomach and back.

- E. Any shorts, skirts, or other bottoms must extend below the buttocks, so that the entirety of the student's backside remains covered even when bending over.
- F. Sunglasses may not be worn in the building unless required for medical reasons and a note has been issued from a doctor.
- G. Pants are not to be worn so that they expose the posterior part of the body or any underclothing.
- H. Clothing bearing inappropriate images or messages is not permitted. Inappropriate is identified as related to drugs, alcohol, cigarettes, sexual content, discrimination, gang related clothing/gang symbols or any other subject banned by Board policy or regulation.
- I. Immodest dressing is not permitted. Swimsuits, see-through tops and/or pants or clothing with immodestly located holes are not to be worn during school hours. Bed garments are not permitted. Under garments shall not be exposed or worn as outer garments.
- J. Spikes, chokers, dog collars, and chains are not permitted.

Acceptability of attire will be determined by building administration. Students failing to meet stated standards of dress will be sent to the office where they will change, be sent home, or request a change of clothes from a parent or guardian. Students will not be allowed back into the classroom until they have changed. Additional violations may result either in detention or being sent to the alternative learning room.

The administration may suspend the above dress code for special events.

HALLWAYS

Common courtesy and etiquette should be used at all times in the halls. All students shall refrain from loud noises and running in the halls. Every student is expected to carry a pass that states his/her destination when in the hallway during instructional time. Students are expected to go directly to that location and directly back to class with no additional stops.

RESTROOM

Students are encouraged to use the restroom before school, between classes and during lunch, however, we understand that a student may need to use the restroom during class. It is best to wait until the teacher has finished instruction, and then ask for permission to go. The student must follow these expectations:

1. Have passes available in his/her agenda.
2. Present the agenda to the teacher to sign.
3. Sign out on the sign out sheet and take the pass.
4. Go to the restroom using only the ones by the lunchroom, resource center, or the private restroom in the high school office. Students are not allowed in the locker room.
5. Return to class and sign back in.

Students found using the restroom frequently as a means to get out of class will be subject to consequences. Students who require frequent restroom due to medical concerns must submit a doctor's letter to the office.

LOCKER ROOMS

The locker room is closed and off limits before and after school to anyone who is not currently participating in a school sport or weightlifting program. Students may only be in the locker room before/after school if they are under direct supervision of the coach. The locker room will remain locked and inaccessible during the school day, except for during PE classes.

Students are expected to keep their lockers clean and should not leave open food or containers in the locker room as it attracts rodents and insects. Students are expected to clear out their lockers at the end of each sport season. This should be verified by the coach. Students should lock their lockers to maintain security of personal items. Students are expected to follow all school policies and rules while in the locker room, even during non-school hours. Locker rooms will remain locked during the school day, with the exception of when there is a PE class scheduled.

RESOURCE CENTER REGULATIONS

Students using the library should be using library materials. It will be the prerogative of the librarian to set up specific library rules and to ask students to leave who do not abide by these rules. The librarian will determine when such students may return.

INAPPROPRIATE USE OF TECHNOLOGY

Students who misuse any form of technology are subject to discipline and to loss of the privilege of using that or other technology, including but not limited to: Internet, e-mail, computers, copy machines, calculators, audio/video machines, fax, modem, telephones, etc. The use of any form of technology requires appreciation for the availability of technology, respect for the District's provision of up-to-date resources, and maturity in a responsible behavior regarding the tools of learning. (See technology discipline matrix)

LOCKERS AND BACKPACKS

Students will be assigned a locker in the academic locker area according to the class his/her completed credits warrant at the close of the second semester. Lockers are assigned to students for their convenience, but remain the property of the school and may be opened by school authorities at any time. Periodic inspections will be held. Students are responsible for the locker assigned to them and are responsible for keeping them in good condition. Fines will be assessed for undue wear, damage, writing, or materials that are difficult to remove from the locker.

All personal items, backpacks, cell phones, and books should be kept in lockers. The school is not responsible for items lost or stolen from lockers or backpacks.

Students shall not store in their lockers or backpacks, or have in their possession, any items that are expressly prohibited or violate safety, health, or standard morality. Examples are weapons, drugs, alcohol, tobacco, or any items that may jeopardize the welfare or safety of other students. Students will use only the locker assigned to them.

Students may use their own backpacks to bring their belongings to and from school each day. Backpacks, shoulder bags, purses, or any bag aside from the school provided laptop sleeve will not be permitted in the classroom. If there is a legitimate medical reason that requires use of a backpack during the day and in the classroom, there must be documentation provided by a doctor. This documentation needs to be updated and provided at the beginning of each school year. The principal will make the final determination based on the provided medical documentation. A parent may have the doctor call or email the principal to explain the necessity of a backpack for all day use. If there is an obvious need for a student to use a backpack for each class (i.e. student is on crutches or has an injury to hand/arm/shoulder), the principal can make that determination without need for a doctor's note.

LOCKER SEARCHES

The right of inspection of students' school lockers is inherent in the authority granted school boards and administrators. Lockers remain the property of the school district, and the school district has the right of access to these lockers at any time for any reason. This authority may be exercised as needed in the interest of safeguarding children and their own and school property. Whenever school authorities have any cause to believe that a locker, desk, or other storage space may contain articles considered contraband or are in violation of a school rule, a search will be made. Locker checks by drug dogs will be held periodically.

The following rules apply to the search of school property assigned to a specific student (locker, desk, etc.) and the seizure of items in his/her possession:

1. There should be reasonable cause for school authorities to believe that articles are kept in the locker, desk, or other storage space whose possession constitutes a crime or rule violation.
2. A school official's search of an area assigned to a student shall be in the presence of another school staff member or law enforcement official.
3. General housekeeping inspection of school property may be conducted with reasonable notice.
4. Illegal items (drugs, weapons, etc.) or other possessions reasonably determined to be a threat to the safety or security of others may be seized by school authorities at any time.

LOST AND FOUND

Lost and found articles should be turned in at the principal's office. Any article may be reclaimed by proper identification. Students are urged not to leave money, jewelry, or anything of value in their coats, jacket or lockers at any time. If you do, you do so at your own risk and the school cannot be responsible if such things are lost or stolen. Middle school and high school students should be sure to lock their gym and hall lockers.

POLICE SEARCHES

A proper search warrant is required for any search of a student's personal property kept on school premises; however, upon notification to the administration, searches may be conducted without a previously issued warrant, if they have reason to believe any item that might pose an immediate threat to the safety or security of others.

INTERROGATIONS BY POLICE

The school district has physical custody of students during the school day and during hours of approved extracurricular activities. School authorities stand in loco parentis to the students and thus have responsibility regarding the circumstances under which access to students is allowed. Therefore:

1. When law enforcement officials find it necessary to question students during the school day or periods of extracurricular activities, the school principal or the student's designee will cooperate. A school administrator or counselor shall be present for questioning. A documented effort will be made to notify the student's parent or guardian.
2. Parents or guardians will not be contacted in child abuse cases or other interrogations if the law enforcement official requests confidentiality.
3. If custody and/or arrest is involved, a documented effort will be made to notify the student's parent or guardian.

PASSES

The following regulations govern the use of passes:

1. No student will be excused from class without a pass from the teacher.
2. Passes to the office may be granted by teachers if there is a good reason for doing so.
3. Teachers will record both the time of departure and time returning on all passes.
4. Only one student's name should be written on one pass.
5. Teachers will not issue passes giving students permission to speak to students in other rooms.
6. Passes to leave the school grounds will be issued only by the principal.
7. Students who forge passes will be subject to consequences.

TELEPHONES

The telephone is to be used only with the permission of the office and telephone use is not to be an excuse for tardiness.

Incoming calls and messages to the school for students should be kept to a minimum and reserved for emergencies only. Students and teachers will be given messages during the day so that class, student, and staff disruptions will be kept to a minimum. School personnel make every effort to get messages to students.

ELECTRONIC COMMUNICATION DEVICE POLICY

Students shall not use Personal Electronic Devices (PED's) during the school day. Personal Electronic Devices (PED's) encompass any electronic item in an individual's possession that is not provided through the school district such as **smart watches, cellular phones, IPODS, IPOD touches, MP3 players, pagers, and PDA's**, in the classrooms, hallways and other academic settings. Such devices are disruptive to the learning environment and are inappropriate for the school settings.

Cellular phones may be used before school and during lunch hour. Phones and other Electronic Devices must be kept in lockers throughout the day, with the exception of lunch, after which it must be placed back in the student's locker prior to going to class. Any staff member is allowed to confiscate the item. Students who choose not to turn over their devices either to the person requesting or to the office may be sent to ISS for the remainder of the day.

- **1st violation**—item is confiscated and student is assigned one (1) hour of detention. Student may pick up phone after school.
- **2nd violation**—item is confiscated and student is assigned one (1) Saturday School. Parents will be required to pick up the phone.
- **3rd violation**—item is confiscated and student is assigned one (1) day of in-school suspension. Parents will be required to pick up the phone.
- **4th violation**—item is confiscated and student is assigned three (3) days of in-school suspension. Parents will be required to pick up the phone.

EARBUDS AND HEADPHONES

Earbuds, air pods, and headphones are not to be worn during the school day except for before school and during lunch. Wired headphones plugged into school-owned devices will be allowed at the discretion of individual teachers, and only with verbal permission of the teacher prior to their use. Teachers and staff members may confiscate prohibited items and turn them into the office to be returned to the student at the end of the school day. A student may be referred to the office should the prohibited item cause a classroom disruption, student refusal to follow directions, or habitual use of prohibited items.

TEXTBOOK AND FINES

The school district provides all textbooks and workbooks necessary for the educational program. Classroom instruction is supplemented by textbooks and materials that have been especially selected for Flandreau students. Textbooks are expensive, however, there is no charge for the use of books except for loss or damage. Fines will be levied for damage to books, supplies, or school property and penalties imposed when appropriate. Textbooks remain the responsibility of the student; the student responsible for them must pay for lost or damaged books and issued school property. If fines are levied Report Cards will be held until all fines are paid.

Flandreau School District follows a textbook replacement policy insuring that our books are updated and replaced on a regular cycle. New textbooks are often issued so students will want to take special care of books and keep desks and lockers orderly so that books do not get damaged. Students are taught to take care of all books and to conserve supplies.

FOOD AND DRINK IN CLASSROOMS

The staff of FHS have agreed that Food/Drink will be allowed in the classrooms, so long as it meets the following expectations:

- Teacher has the ultimate authority and discretion. If the teacher does not allow it, then the student will not have food/drink in that teacher's classroom.
- The food/drink or consumption of the item does not pose a distraction to the classroom environment.
- Single-serve food and drink items only. Drinks may be up to 20oz, anything larger will be kept in the office.
- Food and drink cannot be shared with others. This poses a safety risk.
- All trash is thrown away by the student who consumed it.
- All drinks have a lid to prevent damage to school property and devices.
- No energy drinks.

Teachers have the authority to give a consequence to a student who does not follow the above expectations, and/or if the food/drink is used in a manner that creates a classroom distraction/disruption.

The principal has the authority to restrict food and drink as a school, in individual classrooms, or with individual students should any of the above become a consistent issue.

FHS DISASTER DRILL PROCEDURES

Information and warnings regarding tornado and disaster drill will be given over the school intercom. Students will then report to their designated areas where students are to sit on the floor with their backs against the wall and their head on or between their legs and their hands and arms over their heads.

Rooms:

- Resource Center----Go to the bathrooms on north side of center.
 - 102, 104, 109, 110,111, 112----interior rooms. Stay in room and move to walls.
 - 103----go to lunchroom hallway.
 - 105, 106, 107, 108----sit in the west hallway.
 - 113, 114, 115, 116, 117, 118, 119 ----sit in the north hallway
 - PE Education Classes----move into the boy's and girl's locker rooms.
 - Lunchroom----sit along west hall and move into lunchroom hallway.
 - Band and Vocal----go right outside the doors and sit in the music hallway.
 - Computer lab----sit in the south hall
1. Leave all books and supplies in the rooms.
 2. Leave windows and doors open.

3. Teachers should leave the room last making sure that everyone has left the room. Teachers are to remain with their students.
4. Sit on the floors near the walls. When all walls are taken, sit in middle of floor in halls.
5. Do not sit under objects such as the televisions mounted on the walls.
6. Stay away from doors and areas where there is glass.
7. Keep noise, talking, and moving at a minimum.
8. Remain at your designated places until the all-clear signal is given over the school intercom.

Note: Students are to be kept away from as much glass as possible. During tornado or disaster drills, windows and doors are to be left open. During fire drills, windows, and doors are to be closed.

FIRE DRILL

In case of fire, we must be able to evacuate the building in an orderly fashion in as short a time as possible. We will hold fire drills at least once each 9 weeks during the school year in order to accustom students to the order of exit. Each teacher should inform each of their classes of the order of exit from the room.

- WALK, DO NOT RUN
- STAY IN LINE
- DO NOT CROSS LINES OF TRAFFIC
- REMAIN QUIET (THIS IS ESSENTIAL SO THAT ORDERS CAN BE GIVEN AND HEARD)
- RESPOND AT ONCE TO THE FIRE ALARM

Order of Exit:

- Rooms--Offices, 101, 102, 103, 104, 105, 106, 109, 120 and 121--Use the Front Door-Ex. 1
- Rooms--107, 108, 110, 111, 113, and 114--Use the West Door North Side-North Breezeway door Ex. 3
- Rooms--112, 115, 116, 117, 118, 119, and 126 Use North Door-Ex. 4
- Room---122--out the escape door
- Room---123--Use the East Door South Side-Ex. 6
- Rooms--124 and 125--Use East Door North Side-Ex. 5
- Gym----Out as indicated by instructor-Ex. 5 or 6

STUDENT CONDUCT

School is a place where people of varying backgrounds meet together for the purpose of learning. Respect for each other, students and staff in language as well as behavior is necessary. Demonstrations of affection, foul language, and disrespect will not be tolerated and are subject to disciplinary action.

Students have a responsibility to maintain a good learning climate and should not bring items to school that will be disruptive, or distract the student or others from ongoing learning activities. School personnel have the right to set guidelines to limit the types of items allowed at school or in the learning areas. Use of items such as toys (including fidget spinners), hacky sacks, pop, games, air horns, CD players, etc. are restricted according to school and/or classroom rules since they can easily become a nuisance item.

Laser pointers are not allowed at school or school activities. Laser pointers will be confiscated and not returned to the students.

ACADEMIC INTEGRITY

Flandreau High School takes a clear stand regarding academic integrity. Academic integrity requires ethical principles to act responsibly and take responsibility for one's actions. Students will be expected to follow classroom instructions relating to academic integrity. Academic dishonesty includes acts of deception, fraud, or claiming a dishonest gain and may include altering marks, cheating and/or plagiarism. Within a given school year, a student who acts with academic dishonesty will incur the following consequences:

Violation		
First Violation	Student will receive 0 credit for the work. The student will still be required to complete the work to a minimum proficiency standard for learning; student will receive an	Parent/guardian contacted.

	incomplete grade in the course until he/she does so.	
Second Violation	In addition to first offense requirements, students will incur a day of In-school Suspension.	Parent/guardian meeting.
Third and Subsequent Violation	Student may be withdrawn from the course. Student will be assigned a failing grade for the course in which the violation occurred.	Additional parent/guardian meeting.

If it is determined that a student(s) contributed toward the actions of academic dishonesty for the benefit of another student(s), he or she will also be subject to these consequences.

A student's misuse of electronic resources in acts academic dishonesty may result in additional consequences in alignment with the district's technology policies.

DISSEMINATION OF POLICIES

The school board shall provide notice to the students or parents of all policies and regulations affecting student conduct which could result in suspension or expulsion. Publication in the student handbook shall be considered adequate notice.

STUDENT DISCIPLINE

The Flandreau School Board recognizes that staff, students, and parents share responsibility for maintaining a climate in which education can be pursued. What is best for the individual must be balanced with what is most desirable for the entire school population.

The following principles will be observed by the school staff in maintaining student control and discipline in the schools:

1. Since most individuals modify behavior faster under praise than blame, the general approach to discipline will be a positive one. This will include attempting to identify the social, emotional, and academic problems that underlie a student's poor attitude or misconduct, and striving to meet his social, emotional, and academic needs.
2. Every individual needs to feel worth and accepted as a person. In disciplining a student for conduct or attitude, teachers and staff members will endeavor to show that it's the student's behavior that is objectionable, not the student.
3. The best discipline is self-discipline. Therefore, the teachers and staff, along with the parents, will strive to build the character of students by teaching the values of integrity, patriotism, self-esteem, truthfulness, loyalty, kindness, purity, and respect for others, their property, and the law.

The Board extends to all of its school employees, professional and non-professional, the authority to enforce policy and regulations governing student behavior. Students will show respect and comply with the directions given them by staff members.

The superintendent, principals, supervisors, and teachers have disciplinary authority over all students while the students are in school or participating in or attending school sponsored activities whether on or off school premises. Superintendents and principals may also discipline students for aggressive or violent behavior that disrupts school or that affects a health or safety factor of the school or its programs.

CODE OF BEHAVIOR

Flandreau Public Schools believe in providing a positive learning environment, which maximizes instructional time for all of our students. We believe our program will foster an environment of kindness and mutual respect that is conducive to learning where teachers can teach and students can learn. Our goal is for each student to learn to be responsible for his or her own actions.

We believe that parental involvement is essential for any plan to be effective. Therefore, it is the responsibility of the parent, student, and teacher to share accountability for student success.

District Wide Expectations

The student will consistently demonstrate:

- Respect for self and others through language and actions

- Cooperation and the ability to follow directions
- Honesty, fairness, responsibility and a positive attitude in all efforts and relationships
- The acceptance of individual differences

At FHS we expect students to be:

Safe
Organized
Accountable
Respectful

DETENTION

1. Detention will be supervised by the assigning teacher or by the administration.
2. Teacher will contact office and parents regarding detention to be served.
3. All detention will last for up to 30 minutes.
4. Students must serve their detentions within one week, unless directed by the teacher.
5. Because appropriate behavior, attitude, and timeliness, are essential qualities of student athletes and activity participants, a student may miss or be late to athletics or activities due to detention. Coaches/advisors may assign additional consequences to that student.
6. It is the student's responsibility to make arrangements to serve the detention time.
7. Students must have classroom work or a book to read.
8. Use of cell phones or tablets during detention are not permitted. Use of such devices will result in additional consequences.
9. Playing games and listening to music during detention is not permitted.
10. If a student fails to serve detention or is dismissed from detention, a day of ISS will be assigned.

SATURDAY DETENTION

1. Detention will be held from 8:30 am. - 11:30 am.
2. Students must be present the entire 3-hour period and must be on time. The doors will lock at 8:30 am. Students are to sign in by 8:20.
3. Students must do school work.
4. Use of cell phones or tablets during detention are not permitted. Use of such devices will result in additional consequences.
5. Playing games during Saturday School is not permitted.
6. Students will be allowed a bathroom/drink break.
7. Refusal to serve Saturday detention will result in three days in the alternative learning room.
8. If a student misbehaves during Saturday detention, the detention hall monitor may void the time served. The student will then be assigned three days in the alternative learning room.

STUDENT SUSPENSION/EXPULSION

Serious breaches of standards of behavior or violation of school rules may result in suspensions or expulsions from school. By law, the School Board has the authority to suspend or expel from school any pupils for violation of rules/policies, insubordination or misconduct while at school, on school property, at a school sponsored event, or on a school owned or contracted vehicle. The superintendent may suspend students for up to 90 school days without a board hearing or action. The principal may suspend students from school, class, or any activity for up to 10 school days without a board hearing. The School Board may expel a student from school for the school term. The period of expulsion may extend beyond the semester in which the violation, insubordination, or misconduct occurred. Any expulsion for consumption or possession of beer or alcoholic beverages may not extend beyond ninety school days.

Any student bringing a firearm to school, except as authorized by law, shall be expelled for not less than twelve months and will be referred to law enforcement authorities. The chief executive officer/superintendent shall have the authority to recommend to the school board that this expulsion requirement be modified on a case-by-case basis. This policy shall be implemented in a manner consistent with IDEA and Section 504. For the purpose of this portion of this policy, the term

“firearm” includes any weapon which is designed to expel a projectile by action of an explosive, the frame or receiver of any such weapon, a muffler or silencer for a weapon, or any explosive, including any poison gas.

Generally, a suspension may be imposed when a student's behavior creates a threat to his/her own or other's safety or imposes a threat to property or premises. Behavior such as fighting or committing an assault on another; stealing; vandalism; possessing weapons, explosives or other prohibited materials; making a false alarm; terrorist threat; lewd or threatening behavior; possession of drugs; possession of beer or alcoholic beverages on the school premises or at school activities or any of the infractions listed in this policy may result in suspensions.

Students who are guilty of continued serious misconduct or habitual disobedience, or who interfere with the opportunity of other students to carry on their learning activities may be recommended to the School Board for expulsion from school. Students who are suspended from school are also suspended from attendance or participation in all school activities.

Students who are guilty of continued serious misconduct which results in repeated suspension and who therefore interfere with the opportunity of other students to carry on their learning activities may be recommended to the Board for expulsion from school. Hearing procedures as established by state regulation will be followed for all students who receive long-term suspensions or expulsions. In addition to school disciplinary measures some of the above actions are subject to punishment through civil authorities.

Students who are suspended (in school or out of school) from school are also suspended from attendance or participation in all school activities until the day following the end of the suspension.

REPEATED SCHOOL VIOLATIONS

A student shall comply with directions from teachers, student teachers, substitute teachers, teaching aides, principals, or other authorized school personnel during any period of time when the student is properly under the authority of school personnel. Repeated violations will result in suspension or expulsion in accordance with the Zero Tolerance Plan.

DANGEROUS WEAPONS IN/ON SCHOOL PROPERTY

The Board recognizes the importance of establishing and maintaining a safe and orderly school environment for students, staff and community. Students must feel safe and secure in the school setting to benefit from the educational program.

State and federal laws as well as board policy forbids the bringing of dangerous or illegal weapons to school or school sponsored activities. Any weapon taken from a pupil shall be reported to the pupil's parents. Confiscation of weapons may be reported to the police. The building principal or superintendent shall pursue appropriate disciplinary or legal action or both.

A dangerous weapon is defined as any firearm or air gun, knife or device, instrument, material or substance, whether animate or inanimate, which is calculated or designed to inflict death or serious bodily harm. Students will be subject to discipline when bringing imitative or noise-making weapons to school. Pocketknives or other sharp instruments are prohibited.

No dangerous weapons are permitted on any school premises, school vehicle, or any vehicle used for school purposes, in any school building or other building or premises used for school functions. An exception would be weapons under the control of law enforcement personnel, starting guns while in use at athletic events, firearms or air guns at fire ranges, gun shows, and authorized supervised school training sessions for the use of firearms.

Any student bringing a dangerous weapon to school shall be expelled for not less than twelve months and will be referred to law enforcement authorities. The superintendent shall have the authority to recommend to the school board that this expulsion requirement be modified on a case-by-case basis. This policy shall be implemented in a manner consistent with IDEA and Section 504. For the purpose of this portion of this policy, the term "firearm" includes any weapon which is designed to expel and projectile by action of an explosive, the frame or receiver of any such weapon, a muffler or silencer for weapon, or any explosive, including any poison gas.

LEGAL REF., SDCL 13-32-4.2; 13-32-7; 22-1-2, Improving America's Schools Act of 1994, P.L. 103-382

ZERO TOLERANCE POLICY VIOLENCE, PHYSICAL ABUSE OR ASSAULT

A student shall not intentionally cause or attempt to cause physical injury or intentionally behave in such a way as could reasonably cause physical injury to any person. Fighting within the school building, on grounds, or at school activities (home or away) will not be tolerated. This is in keeping with the National goals of Violence-Free Environment. The Flandreau School District maintains a Zero Tolerance to Violence Policy. Students involved in violence are subject to suspension and/or expulsion from school and school activities. Students will be referred to law enforcement.

PROGRESSIVE CONSEQUENCES PLAN FOR FIGHTING OR VIOLENCE

Students in Grades 9-12

Consequences for fighting or violence:

First Offense: Five Days Out-Of-School Suspension and Five Days In-School Suspension

Second Offense: Ten Days Out-Of-School Suspension

Third Offense: Referred For Expulsion

**Law enforcement will be notified for an investigation in all instances.

First or Second Offense: Three days (3) out-of-school suspension may be forgiven upon arrangement of anger counseling/therapy.

**Based upon the severity of the incident, the administration may escalate the consequence level for fighting.

Remediation

1. Prior to student being allowed to return to school a mandatory conference with the principal will be held with the student and parent/guardian.
2. Student shall meet with guidance counselor a minimum of once per week for a month following return to school

Consequences for habitual misbehavior other than violence

On the third suspension from school the student is subject to a ten-day suspension from school. On the fourth and subsequent the student is subject to long-term suspension or expulsion from school.

DAMAGE TO SCHOOL AND/OR PRIVATE PROPERTY

Any student who steals or intentionally or accidentally damages school and/or private property, or who shall deface by cutting or with writing or pictures, any fence, furniture, building or other school and/or private property shall immediately compensate for said damage or theft and upon refusal to do so, may be suspended from school until compensation has been made, or compliance with whatever decision has been made by the Board of Education.

POLICY ON DRINKING/DRUGS

No student shall possess, use, sell, or dispense any controlled or mind-altering substance, including, but not limited to, glue for inhaling, drugs, alcohol, wine, beer, etc. during a school activity or on school property, which includes building, grounds, parking lot, and school buses. Any student who reports to school or activity with evidence of having used the substances shall be subject to penalties which may range from a minimum short-term suspension to a maximum expulsion. Violation of the above policy will result in referral to a law enforcement agency.

- A. First Offense
 1. The administration will try to notify the parent(s)/ guardian(s) by phone to explain the incident and arrange a conference.
 2. The administration will suspend the student for 10 days out of school in compliance with student due process procedures.
 3. The principal will notify the parent(s)/guardian(s) in writing of the suspension.
 4. The Principal will notify available law enforcement authorities.

POLICY ON USE OF TOBACCO/TOBACCO-LIKE PRODUCTS

Smoking and the use of tobacco products is against South Dakota law. No student shall possess, use, sell, or dispense any tobacco/tobacco-like products* during a school activity or on school property which includes buildings, grounds, parking lots and school buses. The student shall be subject to the following penalties:

1. First Violation: 5 days in alternative learning room
2. Second Violation: 10 days in alternative learning room

3. Third Violation: Recommendation for Long Term Suspension

NOTE: Smoking of any kind, with any device* will be referred to law enforcement officials for a citation.

Possession of smoking related items such as lighters, matches, etc. will also result in suspension. Such items serve no legitimate educational purpose at school.

*To include cigarette, vape, vape juice, juul, e-cigarette, or any inhalation device that can contain nicotine, tobacco, or other substance considered illegal for consumption.

ELASTIC CLAUSE

The student and parent handbooks do not include everything that may possibly happen during the school year. If any situation not specifically covered should arise, the administration will make every effort to act fairly and quickly. Each situation is different and will be handled on an individual basis. The best interest of the student, school, and community will be considered.

STUDENT DUE PROCESS RIGHTS

All students are entitled to due process when they are subjected to disciplinary actions such as suspension or expulsion. The Board and school officials have the legal authority to deal with disruptive students and student misconduct. Due process, in the context of the administrative proceedings carried out by school authorities, refers to the hearing procedures established by the State Board of Education.

Due process procedures will conform to the following basic practices:

1. They must be fair.
2. They must apply equally to all
3. They must be enforced in a fair manner, which involves:

--Adequate and timely notice and an opportunity to prepare a defense.

--An opportunity to be heard at a reasonable time and in a meaningful manner.

--The right to a speedy and impartial hearing on the merits of the case.

IN ACCORDANCE WITH TITLE IX

The Flandreau Public School is operating in accordance with Section 901 of Title IX of the Educational Amendments of 1972, which provides that no person shall, on the basis of sex, be excluded from participation in, or be denied the benefits of, or be subjected to discrimination under any educational program or activity offered by the Flandreau school system.

TITLE IX - GRIEVANCE PROCEDURE

Any student or school employee who has a complaint regarding sexual harassment, racial discrimination or any employment activity prohibited by federal law contained in Title IX of Educational Amendments of 1972 shall attempt promptly to resolve the complaint by discussion with (a) counselor, in case of a student; (b) building principal; (c) superintendent, in that order. A school employee shall attempt to resolve the complaint by discussion with (a) building principal; (b) superintendent, in that order. The complaint must be in writing and describe, in as much detail as possible, the facts of the situation. The complaint must be signed by the grievant to be considered. At all levels listed above, an informal conference is to be held within five (5) days of the date of filing of the complaint. The burden of proof is upon the grievant to show that a rule is unfair, discriminatory, or that an unfair procedure has occurred. In all cases, a written record of the discussion shall be kept with a copy given to the grievant and one copy to the school superintendent. Failure to appear at the appointed time and place will waive the grievant's right to the conference provided by the school personnel unless extenuating circumstances make it impossible for the grievant to appear. After going through the above procedure, if the grievant is not satisfied, the grievant may then schedule a meeting with the school board. The board shall consider the complaint at the earliest appropriate meeting at which time the grievant shall have the right to present their position to the board. The board shall, within thirty (30) calendar days after the meeting, advise the grievant in writing of the action taken in regard to the complaint (Ms. Herzog, Title IX coordinator).

STUDENT COUNCIL

The purpose of the Student Council in the Flandreau High School is to provide for student participation in school activities, to help coordinate the activities of the school, and to develop in the students a sense of personal responsibility. The Student Council shall be made up of a student president, a senior elected by the council members from the council itself, and three representatives from each class. The representatives from the classes shall be the class president, a male representative and a female representative chosen by the class. The president with the principal's approval may call meetings.

CLASS OFFICERS

Each of the four classes shall organize for the purpose of carrying on their functions and social activities. After a brief talk by the advisors on the work of the various officers and necessary qualifications, the classes shall elect a president, vice president, secretary/treasurer, and student council representatives. The administration will appoint faculty members to be advisors for each class. The class president with the permission of the advisors may call class meetings.

STUDENT CLUBS

Student clubs provide opportunities for students to participate, experience, and grow socially. Students interested in organizing a club must have a faculty advisor and submit a proposal/club compact to the principal for initial approval. Once approved, the club compact is given to the school board for formal approval. Student club meetings must take place outside regular school hours, unless there is school-wide club day. Any club activities must be approved by Student Council and the principal, and must follow the same expectations as any other school function. Each club is expected to complete two community service tasks; only one of which may be of benefit to our schools.

ACADEMIC ADVISING AND COUNSELING

The FHS Academic Advisor provides students with information about their interests and abilities, aids them in the selection of courses in school, a vocation in life, and helps them in their adjustment to their school and planning for future.

FHS provides a Counselor whose purpose is to help the students to better know and understand themselves, their relationships with others, and to help them to develop plans which will lead to the accomplishment of these goals. At the heart of the guidance program is the counseling service and students are urged to make use of it.

The counselor and the academic advisor is available to all students, and they should feel free to contact this person at any time.

ALTERNATIVE LEARNING ROOM/IN-SCHOOL SUSPENSION

The ALR/ISS is meant to provide a learning environment that assists a student with behavioral issues. The goal is to support the student in academic behavioral study skills and social aspects so that the student can benefit from the regular classroom and learning environment without infringing on the learning or teaching opportunity of others. Students are expected to be responsible for their assignments and to complete them when in the ALR/ISS. Students are assigned to the ALR/ISS by administration or designated personnel in the absence of administration. If a student is placed in the ALR/ISS, they are to go directly to that room when they get to school in the morning. Students are not allowed to walk the hallways before school. If they would like to eat breakfast they need to come to office and they will be allowed to get a tray and will eat in the ALR. **Students are not allowed to attend any school activities if they are placed in the ALR/ISS.**

SCHOOL TRIPS

Students are under the jurisdiction of the school when they attend out of town school sponsored activities, regardless of the time or place. The school will provide transportation to all school sponsored activities. Students are not to drive. Students who travel to an activity on school transportation will return by the same means unless they return with their parents, and the advisor is notified in advance with a written note.

STUDENT/ADULT EJECTION FROM ATHLETIC CONTEST

Any student, school personnel, or member of the general public ejected from an interscholastic home or away contest will be ineligible to attend the next two regularly scheduled home games/meets at that level and areas of competition and all other levels of the respective competition. The second violation in a sport's season carries a four (4) regularly scheduled home game/meet attendance ineligibility from the respective competition. The third violation in a sport's season carries a home game/meet attendance ineligibility for a full year for the respective competition from the date of the ejection.

Completion of ineligibility may carry over to the following sport season in the same area of competition. A sport official, school official, or law enforcement officer has the authority to eject individuals from an interscholastic contest.

ACTIVITY FUND

All class and organization funds are kept in the Trust and Agency Fund. All purchases, which are to be charged to this fund, must be made with the use of a voucher signed by the class or organization treasurer and the advisor. All persons making unauthorized purchases are personally responsible. Class officers from each Senior Class are to inform their class advisors, before the end of the school year, as to what they wish to purchase for the school with their remaining class funds; further, if such funds have not been so designated, they will automatically revert back to the General Fund of the school district as of July 1st of that year.

ACTIVITY TICKETS

The school board has paid for an activity ticket for every 9th through 12th grade student. This ticket entitles students, upon presentation of the activity ticket, to attend all athletic contests, school plays, music programs, and assembly programs. It defrays the cost of the school paper, letter awards and student council expenses. The only exceptions are admission to the All School Musical. Money from the musical is used to defray the cost of these activities.

SCHOOL SPONSORED ACTIVITIES

Regulations required by supervisors for students participating in yearbook, oral interp, one-act plays and all-school play, FFA and FHA, all sports, cheerleading, vocal and instrumental music, girls and boys athletics, and forensics are to be given to students by the faculty supervisor of that activity. In some cases competitive activities require the signature of the student and the parent or guardian so as to acquaint them with the regulations required in order to participate.

ACADEMIC ELIGIBILITY POLICY

Students must pass all of their classes to be eligible for Flandreau Public Middle and High School activities. Any student with a failing grade (F) in any one or more classes will be placed on academic probation for one (1) week for all classes. The student must be passing all classes by the end of the probation week to continue to be eligible for all activities. If not, the student is ineligible to play or participate for one (1) week and must have a passing grade (D- or higher) for all classes before he or she can resume play or participation in said activity or activities. The student will continue to practice during the probation and ineligibility week. Grades will be checked at 12:00 PM on Monday. The probation and eligibility week begins at 12:00 PM. A failing grade (F) will carry into the next nine weeks except at the beginning of each semester. All students will be eligible at the beginning of the year or semester unless ineligible according to the South Dakota High School Activities Association guidelines.

FLANDREAU SCHOOL DISTRICT ATHLETIC CODE OF CONDUCT

Athletics/Cheerleading:

The Flandreau School District believes that it is important that our athletes understand the importance of yearlong abstinence from alcohol and tobacco products. We believe that student-athletes have a responsibility to refrain from these substances during the course of the school year because of the high expectations of performance we ask from our athletes. The community believes that athletes that represent our school do so throughout the school year, not just during the season of play. An entire year, for all students, is defined as beginning with start of the fall meeting and concluding with the last school-sponsored activity of the year. This will be approximately the first week in August to the last weekend in May.

Self-Report—Any student that self-reports a violation will have their penalty reduced by one-half (1/2). An admission of guilt is considered a self-report if the student initiates the reporting of the incident and if the incident is reported to the Activities Director, Principal or Coach within **24 hours**.

First Offense—If a student is under the influence of, or in possession of tobacco, or an alcoholic beverage, or an intoxicin of any kind, throughout the school year the following rules will be enforced.

- Athlete/Participant will miss 2 weeks or 2 events whichever is greater. If a student self-reports it will be cut down to 1 week or 1 event whichever is greater.

The student will not compete in any contest covered during this time frame. Students are required to attend and participate in all practices. The student will be expected to travel with and attend extra-curricular activities at the discretion of the coach and activities director. If the student-athlete used/possesses an intoxicin during the school year while they are not participating in a sport, it will carry over into the next sports season. The athletic director will determine the minimum penalty if the penalty cannot be served in any one season.

Second Offense—If a student violates the policy for a 2nd time the following will be enforced.

- Athlete/Participant will miss 6 weeks or 6 events whichever is greater. If a student self-reports it will be cut down to 3 week or 3 events whichever is greater.
- Counseling for the infraction will also need to take place at the cost of the parent/guardian.
- This suspension will carry over from sport to sport. (for example: miss the last 2 FB games and the first 4 BB games)

Third Offense—If a student violates the policy for a 3rd time the student will not be allowed to participate in any extra-curricular activity for the remainder of the school year.

If a student is not in a sport at the time of the infraction, the student may not start a sport to eliminate the penalty after the completion of three (3) weeks from the start of that season's 1st practice. The student must then finish the sport in good standing for the infraction to be considered served.

It is important to note that there are not times during the school year when using alcohol, tobacco, and illegal drugs are tolerated. Student admission, reports by staff members, parents, and law enforcement are acceptable sources of information on infractions. The athletic director will investigate infractions reported by people in the community and other students.

Procedure for Suspension of Participants from Athletic Contest:

1. The student will be advised of the concern.
2. The student will be allowed to explain his/her position.
3. The Athletic Director will notify the parent or guardian of the violation and provide parent conference to discuss the action to be taken.
4. Punishment will begin the date of self-report or when student is found guilty of the violation.
5. The student/parent/guardian has the right to appeal if they believe that the student's rights have been violated.

FLANDREAU SCHOOL DISTRICT ORAL INTERP CODE OF CONDUCT

The Flandreau School District believes that it is important that our participants understand the importance of yearlong abstinence from alcohol and tobacco products. We believe that students have a responsibility to refrain from these substances during the course of the school year because of the high expectations of performance we ask from our students. The community believes that students that represent our school do so throughout the school year, not just during the season of play. An entire year, for all students, is defined as beginning with start of the fall meeting and concluding with the last school-sponsored activity of the year. This will be approximately the first week in August to the last weekend in May.

Self-Report—Any student that self-reports a violation will have their penalty reduced by one-half (1/2). An admission of guilt is considered a self-report if the student initiates the reporting of the incident and if the incident is reported to the Activities Director, Principal or Coach within **24 hours**.

First Offense—If a student is under the influence of, or in possession of tobacco, or an alcoholic beverage, or an intoxicin of any kind, throughout the school year the following rules will be enforced.

- Participant will miss 2 weeks or 2 events whichever is greater. If a student self-reports it will be cut down to 1 week or 1 event whichever is greater.

The student will not compete in any contest covered during this time frame. Students are required to attend and participate in all practices. If the student used/possesses an intoxicin during the school year while they are not participating in oral interp, the activities director/coach will determine the minimum penalty if the penalty cannot be served in any one season.

Second Offense—If a student violates the policy for a 2nd time they will no longer be allowed to participate in oral interp for that season.

If a student is not in oral interp at the time of the infraction, the student may not start a sport to eliminate the penalty after the completion of three (3) weeks from the start of that season’s 1st practice. The student must then finish the oral interp in good standing for the infraction to be considered served.

It is important to note that there are not times during the school year when using alcohol, tobacco, and illegal drugs are tolerated. Student admission, reports by staff members, parents, and law enforcement are acceptable sources of information on infractions. The athletic director will investigate infractions reported by people in the community and other students.

Procedure for Suspension of Participants from Athletic Contest:

1. The student will be advised of the concern.
2. The student will be allowed to explain his/her position.
3. The Athletic Director will notify the parent or guardian of the violation and provide parent conference to discuss the action to be taken.
4. Punishment will begin the date of self-report or when student is found guilty of the violation.
5. The student/parent/guardian has the right to appeal if they believe that the student’s rights have been violated.

**FLANDREAU PUBLIC SCHOOL DISTRICT
ACTIVITY CODE OF CONDUCT**

Students participation in school activities is a privilege, not a right. Students who choose to participate in school activities are expected to positively represent their school and community by demonstrating appropriate behavior year round.

Any middle school or high school student wishing to participate in school activities shall not possess, sell, dispense, or use tobacco or any controlled or mood-altering substance such as steroids, marijuana, inhalants, alcohol and other drugs.

The following rules apply to all students participating in non-graded school activities including but not limited to the following: Chorus, Band, FFA, and FCCLA. Any violation will affect all co-curricular activities in which the student is participating.

Chorus	Band	FFA	FCCLA
Big East Honor Choir All-State Chorus	All-State Band All-State Jazz Band Big East Honor Band East Central Honor Band Jazz Band, Festivals, Contests	Jackrabbit Invitation District Leadership CDE’s State Leadership CDE’s National FFA Convention Spring Production CDE’s State FFA Convention Made for Excellence District Officer Training Legislative Breakfast Washington Leadership Conference	District Rally District Meeting National FCCLA Meeting Cluster FCCLA Meeting Summer FCCLA Camp Leadership Camp

1st Offense: Student will miss the next event.

2nd Offense: Student is not eligible to participate for the rest of the school year.

Suspension from Extracurricular Activities for use or possession of controlled substances or marijuana— SDCL 13-32-9

Any person adjudicated, convicted, the subject of an informal adjustment or court-approved diversion program, or the subject of a suspended imposition of sentence or suspended adjudication of delinquency for possession, use, or distribution of controlled drugs or substances or marijuana as defined in chapter 22-42, or for ingesting, inhaling, or otherwise taking into the body any substances as prohibited by § 22-42-15, is ineligible to participate in any extracurricular activity at any secondary school accredited by the Department of Education for one calendar year from the date of adjudication, conviction, diversion, or suspended imposition of sentence.

The one-year suspension may be reduced to sixty school days if the person participates in an assessment with a certified chemical dependency counselor or completes an accredited intensive prevention or treatment program. If the assessment indicates the need for a higher level of care, the student is required to complete the prescribed program before becoming eligible to participate in extracurricular activities. Upon a subsequent adjudication, conviction, diversion, or suspended imposition of sentence for possession, use, or distribution of controlled drugs or substances or marijuana as defined in chapter 22-42, or for ingesting, inhaling, or otherwise taking into the body any substances as prohibited by § 22-42-15, by a court of competent jurisdiction, that person is ineligible to participate in any extracurricular activity at any secondary school accredited by the Department of Education. Upon such a determination in any juvenile court proceeding the Unified Judicial System shall give notice of that determination to the South Dakota High School Activities Association and the chief administrator of the school in which the person is participating in any extracurricular activity. The Unified Judicial System shall give notice to the chief administrators of secondary schools accredited by the Department of Education for any such determination in a court proceeding for any person eighteen to twenty-one years of age without regard to current status in school or involvement in extracurricular activities. The notice shall include name, date of birth, city of residence, and offense. The chief administrator shall give notice to the South Dakota High School Activities Association if any such person is participating in extracurricular activities.

Upon placement of the person in an informal adjustment or court-approved diversion program, the state's attorney who placed the person in that program shall give notice of that placement to the South Dakota High School Activities Association and chief administrator of the school in which the person is participating in any extracurricular activity. As used in this section, the term, extracurricular activity, means any activity sanctioned by the South Dakota High School Activities Association.

SCHOOL DANCES

The Student Council and the school administration must authorize all school dances. The Student Handbook, District Policies and the following apply to school dances:

1. The dance must be planned by an organization under the direction of an advisor.
2. Permission to hold the dance must be approved by the administration.
3. The sponsoring group must clean up the area after the party. Should that group not remain at the dance to clean up, the next dance they request will be denied.
4. The board of education has included the following in their school policy relating to school dances:
 - a. All dances are to be done at 12:00. Doors will be closed 45 minutes after dance has started.
 - b. High school students, members of the faculty, board of education and parents are allowed to attend high school dances.
 - c. Students may bring guests to high school dances if they previously request and receive a permission slip from the principal's office.
 - i. Guests may be denied at the discretion of the building principal without providing a reason.
 - d. Students are not allowed to leave the building except upon permission of the chaperones in charge.

Any use of alcoholic beverages, use of tobacco or drugs will not be permitted within the building or grounds.

WINTER FORMAL AND PROM

1. Formal dress is required to attend the Winter Formal and Junior/Senior Prom. The administration and advisors reserve the right to determine what is and is not formal dress.
2. All juniors and seniors will be required to register their dates on the Wednesday prior to the dance. Guests may be denied at the discretion of the principal without providing a reason.
3. Winter Formal dance will go from 8:30 to 12:00. Prom dance will start after the Grand March and will end at 12:30.
4. Any date to Winter Formal and Prom must be freshman or older. A student must be one-year removed from high school or not older than 19 to attend the Winter Formal or Prom.

5. No beverage of any kind may be brought to the Winter Formal or Prom. If a student brings a beverage in, they will be required throw it away.

MOTOR VEHICLES

All traffic laws shall be obeyed. For safety reasons, "cruising" around the school and parking lot will not be permitted. Any student who drives irresponsibly will have his/her car keys taken away when they arrive at school. The keys will be kept by the principal and will be returned at the end of each day. Parents will be notified when keys are taken away.

Students will park their cars in the parking lot south of the school. Vehicles in the parking lot are to be parked orderly in a north-south direction and no more than 2 deep per row. Extreme caution must be taken when driving in and out of the parking lot. Students that do not park properly will be told to park correctly or the vehicle will be towed away. Vehicles in the school parking lots are subject to search by the drug dogs, school administration and/or the police at any time.

BUS/TRANSPORTATION POLICY

The safety of every child on the bus is of great concern to all of us. Every effort is taken to see that children arrive at their destination safely. The cooperation of the parents is needed and requested in this endeavor. Driving a bus is a difficult and responsible task and anything that would divert the bus driver's attention from his/her driving responsibility would endanger the safety of all children. It is absolutely necessary that the children riding the bus conduct themselves in the best possible manner. The up-keep and repair of transportation equipment is expensive and pupils are expected to cooperate in this preservation. Any pupil found guilty of destroying bus equipment will be expected to pay for the cost of repair or replacement of such destruction. Bus drivers have the right to assign seats on the bus. POP, SUCKERS, AND GUM ARE NOT ALLOWED ON ROUTE BUSES.

When students misbehave on the bus, the bus driver will report the misbehavior to the bus manager. The bus manager will write up a bus conduct report with one copy submitted to the principal and one copy to the parents. The bus manager will attempt to contact the parents. Guidelines for discipline problems on the bus are as follows:

- First Offense: The student may be suspended from bus transportation from 1-3 school days.
- Second Offense: The student may be suspended from bus transportation up to a maximum of 10 school days.
- Third Offense: The student may be suspended indefinitely or expelled from the bus transportation system.

NOTE: The seriousness of any single offense may determine the number of days the student will be suspended/expelled from the bus transportation system. In addition to all transportation rules, all school student behavior rules apply to students while on the transportation system. Misbehavior by a student in connection with the bus transportation system may also warrant school discipline procedures, which may include after school detention, Saturday detention, or suspension/expulsion from school.

Field Trips/Athletic Programs. Approved forms for participation shall be required of all students. The form should indicate that the signature is that of the parent or of the adult student. Sponsors and/or coaches shall be required to confirm the ages of those students signing their own forms.

GRADING SYSTEM

Scholastic grades should be based upon class work, daily attendance, written exercises, and tests. This includes completing work not finished during class time as well as other classroom activities that constitute an extension of the classroom-based learning and standards, including but not limited to concerts, pep band, FFA, etc. An incomplete on a 9 weeks or a semester report card must be made up within two weeks after the end of the period for which the grade was given, or in accordance with the student's IEP. In cases of extended illness, additional time will be granted. If the make-up work is not completed in the allotted time, the incomplete reverts to a non-passing mark.

The semester grade will be determined by the following criteria: each quarter grade will count as 45% of the semester grade and the semester test will count as 10% of the semester grade. Every student must take all nine week exams as well as all semester exams at the scheduled time. If a student is absent for the fall semester test, he/she will need to take it during the holiday break, or on the first day he/she returns to school for the second semester. Students who are absent for the spring semester tests, will need to take it within two weeks of the last day of testing. The principal must approve any exceptions to

this. In courses that are very dependent upon first semester work, as in Math, if a second semester is failed, it is strongly recommended the whole year be retaken.

GRADING - All grades given by teachers on report cards will be as indicated below with the accompanying explanation.

- A----94-100
- B----86-93
- C----78-85
- D----70-77
- F----69 and Below

*NOTE: Student initiated withdrawal from a class after 10 school days of a semester will result in a grade of "F".

CLASSIFICATION OF STUDENTS

In order to assist students in planning their academic careers and to keep the students on track for a timely graduation, Flandreau High School has adopted the following classifications.

- Freshman - Less than 5 credits
- Sophomore – 5 credits
- Junior – 10 credits
- Senior – 15 credits

A student will attend class meetings, etc., with the class that their completed credits warrant and will be placed in the academic locker area & yearbook according to the class his/her completed credits warrant at the close of the second semester.

HONOR ROLL

The honor roll will be posted at the end of each nine weeks period. Scholarship is important and this is one way to give recognition to those students who do an outstanding job.

- Straight "A" Honor Roll: All grades of "A".
- "A" Honor Roll: All "A" grades with one "B" grade.
- "B" Honor Roll: All grades of "B" or better with allowance for one "C" grade if offset by an "A".
- Semester Honor placing will be calculated based on the students overall semester grade (1st Qtr, 2 Qtr & Semester test combined).

REPORT TO PARENTS

In order to check your student's progress, reporting periods are set up quarterly. Report cards are not intended to be a comparison of students but rather an indication of several learning factors. If you have questions regarding the grade earned, please honestly discuss the situation - student to parent and then with the teacher. Report cards will be issued the week following the close of each nine-week period. Parent-Teacher conferences will be held during the first and third quarters. Mid-term progress reports are issued in cases where teachers want to better acquaint parents with a student's work in class. Parents may also access student's grades and attendance anytime via the Internet; contact the High School Office for a password. We encourage parents to be active participants in the conferences and do ask that parents contact the teacher or principal as any questions or concerns arise regarding your child's progress.

ACADEMIC LETTERING POLICY

A student can letter in Academics by maintaining at least a 3.5 grade average with no "C's" for the school year (count the first three grading periods since the awards are given out before the final grading period ends.) All subjects taken count.

Letters are awarded as follows:

- First Year Lettering: Receive a Letter "F"
- Second Year Lettering: Receive a Certificate
- Third Year Lettering: Receive a Certificate
- Fourth Year Lettering: Receive a Certificate

NATIONAL HONORS SOCIETY

The National Honor Society chapter of Flandreau High School is a duly chartered and affiliated chapter of this prestigious national organization. Membership in the National Honor Society (NHS) is one of the highest honors that can be awarded to a high school student. Our chapter strives to give practical meaning to the Society's standards of scholarship, service, leadership, and character. These four ideals are considered as the basis for selection. No student is inducted simply because of a high academic average. The National Honor Society strives to recognize the total student one who excels in all of these areas.

Each spring Flandreau High School juniors who have a GPA of 3.0 or better have the opportunity to apply for membership in NHS. Interested students need to complete an activity information sheet and obtain two Service, Leadership, and Character recommendations from people outside of their family and school. The forms will be returned to the chapter adviser.

Applications will be reviewed by faculty committees to determine membership. Each committee will arrive at an average score (from 0-3) for the candidate in the areas of service, leadership, and character. Committee chairmen will return the scores to the chapter adviser who will tabulate them and notify students concerning their selection/non-selection. A National Honor Society banquet will be held to honor the members.

SENIOR MEDALLION

An honor medallion is awarded to each senior who has earned a cumulative unweighted GPA (with bonus) of 3.5 and above. Please note – bonus GPA, which is the GPA including any extra points awarded to students who successfully complete Advanced Placement or Dual Credit courses, are typically not recognized by most post-secondary institutions and by some scholarship committees.

SOUTH DAKOTA OPPORTUNITY SCHOLARSHIP AND SOUTH DAKOTA REGENTS' SCHOLAR DIPLOMAS

Students who met the requirements outlined below will be eligible for the South Dakota Opportunity Scholarship, a value of \$6,500 over four years at a South Dakota college, university, or technical college. The Division of Education and the Board of Regents annually recognize seniors committed to academic excellence by issuing Regents' Scholar Diplomas. Recipients of Regents' Scholar Diplomas are accepted for automatic entrance into any of the six institutions of higher education in South Dakota.

South Dakota Opportunity Scholarship

To meet the curriculum requirements for the Opportunity Scholarship, all recipients must have an ACT composite score of 24 or higher and receive a "C" or higher on all coursework including:

- **4 units of English** (courses with major emphasis upon grammar, composition, or literary analysis may be included to meet this requirement).
- **3 units of Social Studies** (such as history, economics, sociology, geography, U.S. government, and similar courses).
- **4 units of Algebra or Higher Mathematics** (algebra, geometry, trigonometry, or other advanced mathematics, as well as accelerated or honors mathematics [algebra] at the 8th grade, shall be accepted). NOT INCLUDED are arithmetic, business, consumer, or general mathematics or similar courses.
- **4 units of Science, including 3 units of approved laboratory science** (courses in biology, chemistry, or physics in which at least one regular laboratory is scheduled each week). Qualifying physical science or earth science courses (with lab) shall be on a case-by-case basis.
- **1 unit of Fine Arts** (in art, theatre, or music, as well as approved extracurricular activity).
- **2 units of either of the following or a combination of the two:**
 - **Approved Career and Technical Education Courses**
 - **Modern or Classical Language** (Includes American Sign Language; all units must be in the same language)
- **1/2 unit of Personal Finance or Economics**
- **1/2 unit of Physical Education**
- **1/2 unit of Health or Health Integration** (Students entering high school after July 2013)

Students must receive a "C" or higher on all required coursework, and maintain an unweighted cumulative grade point average of a "B" (3.0 on a 4.0 scale) throughout high school. The curriculum includes coursework in six content areas including:

- **4 units of English:** Courses with major emphasis upon grammar, composition, or literary analysis; one year of debate instruction may be included to meet this requirement.
- **3 units of social studies:** History, economics, sociology, geography, government--including U.S. and South Dakota, American Problems, and similar courses.
- **4 units of algebra or higher mathematics:** Algebra, geometry, trigonometry or other advanced mathematics including accelerated or honors mathematics (algebra) provided at the 8th grade level; not included are arithmetic, business, consumer or general mathematics or other similar courses.
- **4 units of science including 3 units of approved laboratory science:** Courses in biology, chemistry, or physics in which at least one (1) regular laboratory period is scheduled each week. Qualifying physical science or earth science courses (with lab) shall be decided on a case by case basis.
- **1 unit of fine arts:** Coursework in art, theatre or music. Such credit may be in appreciation, analysis, or performance.
- **2 units of a modern or classical language (includes American Sign Language):** The two units must be in the same language.

EARLY GRADUATION

Graduation in less than four full academic years will be discouraged. However, students who will meet the graduation requirements by the end of their first semester senior year or final semester of the junior year, must submit a letter of application to the principal not later than the end of the first semester of the junior year. A letter of application for early graduation must be presented to the high school principal. The student and student's parents or legal guardian shall sign this letter. A committee conference will then be held with the student, parents or legal guardian, guidance counselor, high school principal, and superintendent present. If the committee recommends early graduation, a letter will be sent to the school board that must be signed by all committee members. The school board will make a final determination.

ADVANCED PLACEMENT COURSE POLICY

Students interested in an in-depth study of subjects are encouraged to enroll in advanced placement (AP) courses. In the AP courses the existing class grading scale will be applied as any other course in the school. However, students will earn bonus grade point average points on an accumulative basis for successfully completing AP courses as follows:

- A - .045
- B - .035
- C - .025
- D or F – No Bonus

A student must be enrolled in the AP course the entire school year to receive the bonus grade points. Bonus points will provide a weighted grade point average (GPA). Each student's transcript will show a weighted and regular GPA.

The high school principal will determine minimum course requirements that a student must meet prior to enrolling in an AP course. A 5-school day grace period will be allowed whereby a student may drop the advanced placement class and enroll in the standard class.

REQUIREMENTS FOR GRADUATION

In order to graduate from Flandreau High School, a student must earn a minimum of twenty-two (22) credits. Attending class five times a week for an entire year and passing the course earns a "credit". If classes are held for only a semester one-half credit is earned.

For a student to participate in the graduation ceremony they must:

1. Have earned 21.5 credits by the final week of school.
2. If they are currently at 21.5 credits, a plan for completing the ½ credit will need to be in place between student/parent/high school principal.
3. Completed all aspects of their senior project with a grade of 70% or higher. This includes the paper, the product, and the presentation.

Students must actually be present and attending school at the Flandreau Public High School during the entire last semester of their senior year in order to participate in graduation ceremonies. Even though the traditional cap and gown are worn at the ceremony, what is worn beneath is significant because of its visibility. Dress shoes, pants, and collared shirts for males and dressy outfits for females reinforce the dignity of the event. Not permitted are shorts, flip-flops or extremely informal attire. Students not dressed appropriately will not be allowed to participate in graduation.

Flandreau School District requires the seniors to wear traditional cap and gown for the graduation ceremony. The cap and gown will be purple in color. The senior class is given the opportunity to choose class colors, class motto, class flower, and will select the graduation speaker to be approved by the school board.

Seniors who receive a failing or incomplete grade for their final semester, or who did not meet the requirements of their Senior project, will be able to participate in graduation. They will not, however, receive their diploma. Seniors in this circumstance will have 2 weeks from the last day of Senior attendance to recover their incomplete grade, retake the semester test, or fix their Senior project. Seniors who failed a semester class due to failure to complete assignments and overall poor performance, will be given 5 weeks to complete the course via Edgenuity.

HOMEcomings AND PROM COURT PROCEDURES

It is an honor to be selected for homecoming and prom courts. Every student with Senior status will be included as potential candidates for both homecoming and prom courts.

In order to maintain accuracy and fairness, the following procedure will be followed:

1. The faculty advisor will request a complete and updated list of FHS seniors from the office no more than 2 weeks prior to the event.
2. The faculty advisor will host a meeting of the entire senior class and hand out the student list. Students will be directed to select 3 female and 3 male candidates.
3. The faculty advisor will collect these lists, place them in an envelope, and give them to the superintendent's secretary.
4. The superintendent's secretary, along with at least one other office personnel, will tabulate the top 5 female and male candidates and create a ballot. The candidates will be announced and placed on the school's website.
5. The faculty advisor will facilitate the voting process using the ballot given to him/her by the office.
6. The faculty advisor will collect the ballots, place them in an envelope, and give them to the superintendent's secretary.
7. The superintendent's secretary, along with at least one other office personnel, will tabulate the vote and place the top female and male candidate in a sealed envelope, to be given to the principal.

SELECTION OF GUEST SPEAKERS

Seniors have the privilege of selecting guest speakers for Senior Recognition and Graduation. The procedure for speaker selection is as follows:

1. In March, there will be a class meeting involving all class advisors and the principal.
2. Students will be invited to nominate people they would like to see as their guest speakers for Senior Recognition and Graduation. Students should consider the following:
 - a. The nominee has made a significant contribution (ie: participation in activities, leadership, meaningful involvement, inspirational, teacher/staff) to the Senior class.
 - b. The nominee is able to represent the class and district in a way that is positive, encouraging, and supportive.
 - c. Preference will go to former or current FPS staff.
3. Any Senior is able to make a nomination and explain why he/she believes that speaker would be the best fit for their class.
4. All nominations will be reviewed by the administration. Those approved will be added to a ballot or online form.
5. Each Senior will be able to vote. The nominees with the highest number of votes will be sent for final approval by the high school principal and the superintendent.
6. The selected speakers will be contacted by a member of the Senior class, an advisor, or the principal. Should the chosen speaker decline the opportunity, the one with the next highest number of votes and administrative approval will be considered.

AUDITING A CLASS

There may be times when a student would like to retake a class even though the student has already passed the class. This is called auditing a class. The following criteria will apply towards auditing a class:

1. The student must be a senior.
2. The teacher must approve auditing.
3. The student must have enough credits to graduate.
4. Students will not be allowed to take the class unless there is room in the class.

Credit will not be given, but the class and grade will be recorded on the transcript.

GRADUATION

Graduation from the schools of the district implies that students have satisfactorily completed the prescribed courses of study for the several grade levels in the accordance with their respective abilities to achieve and that they have satisfactorily passed any examinations and other requirements set by the faculty. In addition, students shall have maintained a satisfactory record of citizenship during their progression through the instructional program of the schools.

The faculty will establish detailed requirements to agree with the goals of our schools as adopted by the board and to meet state requirements. It is expected that in so far as possible the faculty will apply measures of achievement to provide evidence that each student has progressed far enough toward school goals to warrant his graduation according to the terms of the paragraph above.

The staff will arrange each spring for appropriate awards and recognition programs and graduation exercises. There will be no formal graduation exercises for elementary and middle schools.

Graduation Requirements Graduating Class of 2013 through Graduating Class of 2021

Flandreau High School requires 22 credits for graduation. Required course cannot be taken through correspondence unless the student has failed the course already or with administration approval.

Flandreau High School Graduation Requirements Graduating Class of 2019	
Language Arts -- must include: a. Writing – 1.5 credits b. Literature – 1.5 credits (must include .5 credit of American Literature) c. Speech or Debate – .5 credit d. Language Arts elective – .5 credit	(4 credits)
Social Studies --must include a. Geography--.5 credit b. World History--.5 credit c. American History—1 credit d. American Government or AP Government—1 credit	(3 credits)
Mathematics --must include a. Algebra I b. *Algebra II c. *Geometry	(3 credits)
Lab Science --must include a. Biology—1 credit b. Any Physical Science—1 credit c. *Chemistry or Physics—1 credits	(3 credits)
~One credit of the following-any combination:	
a. Approved Career & Technical Education	
b. World Language	
Senior Project - Senior Requirement	
Fine Arts Art classes, Band, Chorus	(1 credit)
Personal Finance or Economics	(.5 credit)
Physical Education	(.5 credit)
~ Health or Health Integration	(.5 credit)
Electives	(5.5 credits)
Total Credits	(22)

Except where otherwise noted, these requirements begin with students entering 9th grade in the 2010-11 school year.

A student's Personal Learning Plan must document a minimum of 22 that include the following:

Academic core content credit may be earned by completing an approved career and technical education course. Approval to offer credit must be obtained through an application process with the Department of Education. The application must include: course syllabus; standards based curriculum; teacher certification; and assessment of standards by methods including end-of-course exams, authentic assessment, project-based learning or rubrics.

*With school and parent/guardian approval, a student may be excused from this course in favor of a more appropriate course. A student may be excused from Algebra II or Geometry, but not both. A student is still required to take three units of Math. If a student is excused from Chemistry or Physics, the student must still take three units of Lab Science.

~Required beginning Sept. 1, 2013. Regarding the health requirement: Beginning with students who are freshmen in the fall of 2013, students will be required to take .5 unit of health at any time grades 6-12.

GRADUATION REQUIREMENTS GRADUATING CLASS OF 2022 AND BEYOND

South Dakota High School Graduation Requirements

Approved by the South Dakota Board of Education Standards in July 2018

LANGUAGE ARTS
must include:
Writing: 1 unit
Speech or Debate: .5 unit
Literature: 1 unit (must include .5 unit American Literature)
Language Arts electives: 1.5 units
4 UNITS

MATHEMATICS
must include:
Algebra I: 1 unit
Mathematics electives: 2 units
3 UNITS

SCIENCE
must include:
Biology: 1 unit
Science electives*: 2 units
3 UNITS

SOCIAL STUDIES
must include:
U.S. History: 1 unit
U.S. Government: .5 unit
Social Studies elective: 1.5 units
3 UNITS

ANY COMBINATION of the following:
Approved CTE
Capstone Experience
World Language
1 UNIT

FINE ARTS
1 UNIT

PERSONAL FINANCE or ECONOMICS
1/2 UNIT OF EACH

PHYSICAL EDUCATION

HEALTH or HEALTH INTEGRATION

ELECTIVES
5 1/2 UNITS

TOTAL: 22 UNITS

*A state-approved advanced computer science course may be substituted for one unit of a science elective, but may not replace Biology. A list of approved courses is available at <http://doe.sd.gov/gradrequirements>.
Students are required to meet the above High School Diploma requirements, also known as the "base diploma". Students may earn advanced endorsements, with their high school diploma. A student's personal learning plan must document a minimum of 22 credits that include the above requirements.

****Advanced Endorsements Available**

SOUTH DAKOTA
DEPARTMENT OF EDUCATION
Ensuring a bright future for every child

South Dakota High School Graduation Requirements

Approved by the South Dakota Board of Education Standards in July 2018

ADVANCED ENDORSEMENTS

In addition to the base requirements for the High School Diploma, students may earn advanced endorsements that are in alignment with the student's personal learning plan. Advanced endorsements outline specific coursework within the base diploma requirements to denote specific emphases. Students may earn one or more of three advanced endorsements: Advanced Endorsement, Advanced Career Endorsement and Advanced Honors Endorsement.

The requirements beyond the base high school diploma requirements are in red text in each advanced endorsement section below.

ADVANCED ENDORSEMENT REQUIREMENTS <i>Indicates a student has pursued coursework consistent with entrance requirements for postsecondary education at a university.</i>		ADVANCED CAREER ENDORSEMENT REQUIREMENTS <i>Indicates a student has career experience in a concentrated area, based on academic and/or workplace experience and a related credential.</i>	
4 UNITS OF LANGUAGE ARTS must include: • Writing: 1 unit • Speech or Debate: .5 unit • Literature: 1 unit (must include .5 unit American Literature) • Language Arts electives: 1.5 units	1 UNIT OF FINE ARTS	4 UNITS OF LANGUAGE ARTS must include: • Writing: 1 unit • Speech or Debate: .5 unit • Literature: 1 unit (must include .5 unit American Literature) • Language Arts electives: 1.5 units	1 UNIT OF FINE ARTS
3 UNITS OF MATHEMATICS must include: • Algebra I: 1 unit • Geometry: 1 unit • Algebra II: 1 unit	½ UNIT OF PERSONAL FINANCE or ECONOMICS	3 UNITS OF MATHEMATICS must include: • Algebra I: 1 unit • Mathematics electives: 2 units	½ UNIT OF PERSONAL FINANCE or ECONOMICS
3 UNITS OF SCIENCE must include: • Biology: 1 unit • Other Lab Sciences: 2 units	½ UNIT OF PHYSICAL EDUCATION	3 UNITS OF SCIENCE must include: • Biology: 1 unit • Science electives: 2 units (a state-approved computer science course may be used as 1 unit elective)	½ UNIT OF PHYSICAL EDUCATION
3 UNITS OF SOCIAL STUDIES must include: • U.S. History: 1 unit • U.S. Government: .5 unit • Social Studies electives: 1.5 units	½ UNIT OF HEALTH or HEALTH INTEGRATION	3 UNITS OF SOCIAL STUDIES must include: • U.S. History: 1 unit • U.S. Government: .5 unit • Social Studies electives: 1.5 units	½ UNIT OF HEALTH or HEALTH INTEGRATION
1 UNIT OF ANY COMBINATION of the following: • Approved Career & Technical Education • Capstone Experience • World Language	5 ½ UNITS OF ELECTIVES	2+ UNITS OF ANY COMBINATION of the following: • Approved Career & Technical Education units from the same career cluster OR • Capstone Experience • AHC • Attainment of an industry-recognized credential or National Career Readiness Certificate of Silver or higher	4 ½ UNITS OF ELECTIVES

ADVANCED HONORS ENDORSEMENT REQUIREMENTS <i>Indicates a student has pursued advanced rigorous, academic coursework consistent with SD 13-27-3.1 (High school course requirements for opportunity scholarship eligibility).</i>			
All high school coursework completed with a "C" or higher			
4 UNITS OF LANGUAGE ARTS must include: • Writing: 1.5 units • Speech or Debate: .5 unit • Literature: 1.5 unit (must include .5 unit American Literature) • Language Arts electives: .5 unit	1 UNIT OF FINE ARTS	3 UNITS OF SOCIAL STUDIES must include: • U.S. History: 1 unit • U.S. Government: .5 unit • World History: .5 unit • Geography: .5 unit • Social Studies electives: .5 unit	½ UNIT OF HEALTH or HEALTH INTEGRATION
4 UNITS OF MATHEMATICS must include: • Algebra I: 1 unit • Geometry: 1 unit • Algebra II: 1 unit • Advanced Mathematics: 1 unit (details at sdos.ed.gov/requirements/requirements.html)	½ UNIT OF PERSONAL FINANCE or ECONOMICS	2 UNITS OF ANY COMBINATION of the following: • Approved Career & Technical Education OR • Modern or Classical Language (including American Sign language); must be in the same language	2 ½ UNITS OF ELECTIVES
4 UNITS OF SCIENCE must include: • Biology: 1 unit • Any Physical Science: 1 unit • Chemistry or Physics: 1 unit • Science elective: 1 unit	½ UNIT OF PHYSICAL EDUCATION		



GRADUATION FOR STUDENTS FROM AN ALTERNATIVE SCHOOL BACKGROUND

A student whose previous high school enrollment has been entirely in non-accredited schools or in alternative instruction pursuant to SDCL 13-27-3 may receive a high school diploma from the Flandreau Public Schools only if that student has met all graduation requirements of the school district as determined by following Policy: "Transfers from Non-accredited Schools" and has been enrolled as a full-time student in the Flandreau Public High School for the full senior year.

COLLEGE, TECHNICAL INSTITUTE, INTERNET, AND TELECOM CLASSES CONCURRENT STUDENTS

In order to graduate from Flandreau Public High School a student must earn twenty-two (22) units of credit. This includes 4 credits in English, 3 credits in social studies (geography, American history, American government, and world history) 3 credits in math, 3 credits in science. Students are required to take (6) subjects per semester.

Seniors will be allowed to take classes at one of the local colleges or technical institutes or by way of Internet or telecommunication. The college, technical institute, Internet, or telecommunication course cannot be substituted for classes that are required in order for a student to graduate but can be used as dual credit or elective courses.

Students will be required to complete the application for acceptance provided by the South Dakota Board of Regents or the technical institution they wish to enroll in. This application will need to be signed and sent to the appropriate recipient by the high school principal.

Students wishing to take a post-secondary class must meet the following criteria:

1. Meet the acceptance criteria, outlined below, set by the South Dakota Board of Regents if attending one of the six public universities.
 - High school junior eligible to enroll in a high school in South Dakota; OR**
 - A. earn an ACT composite score of 24 reflective of the 70% percentile; or
 - B. rank in upper one-third of their graduating class; or
 - C. earn a cumulative GPA of at least 3.50 on a 4.0 scale;
 - High school senior eligible to enroll in a high school in South Dakota; OR**
 - A. earn an ACT composite score of 21 reflective of the 50% percentile; or
 - B. rank in the upper one-half of their graduating class; or
 - C. earn a cumulative GPA of at least 3.25 on a 4.0 scale;
2. If the class involves traveling to a college or technical institute, the student must provide his/her own transportation and sign a waiver that the school is not liable.
3. The student must take 5 high school classes per semester.
4. The student will be allowed to take up to (2) post-secondary classes per semester.
5. The post-secondary class must be worth at least 3 credits. This will equate to 1/2 high school credit. Approved post-secondary courses will be placed on the student's transcript as dual credit courses.
6. Students will pay the cost of the post-secondary class.

Students will earn bonus grade point average points on an accumulative basis for successfully completing one of these courses as follows:

- A - .045 D or F – no bonus
- B - .035
- C - .025

SENIOR PRIVILEGES (COVID EDITION)

Class of 2021 Senior Early Release Criteria:

1. Student has passed all required classes from 9th-11th grade years. Students who earned Incompletes during Spring 2019 will not be eligible for early release or lunch privileges until all work has been completed with a passing grade.
2. Students are required to take 4 classes per semester. Students who are on their way to earning the Regents Diploma or Opportunity Scholarship will be placed in classes that meet those requirements. This may mean the student takes more than 4 classes per semester.
3. Sometimes, students will be required to return for homeroom or special meetings/events. This could happen as frequently as once a week. A monthly calendar of when you need to be here will be provided to the Seniors but understand that it may not cover things that come up unexpectedly.
4. Seniors enrolling in Dual Credits have the choice to remain on campus to take them or to take them from home with the understanding that if your grade in that course drops, you will lose the privilege of taking the Dual Credit course from home.
5. Attendance counts. Students who are tardy or frequently absent (not related to COVID) will lose their early release privileges.
6. Grades count. Students whose grade drops below a D will lose their early release privileges until the grade improves.

7. School work counts. Students with several missing assignments will lose their early release privileges until the assignments are turned in.
8. School needs are to be prioritized over work. If you lose your privileges for any of the above reasons, you will be expected to stay at the school to get your schoolwork done. Work will not be an allowable excuse to get out of this.

This must be returned to Ms. Herzog by August 14th. If it is not received, student will be placed in a class for all periods.

Student Printed Name

Parent Printed Name

Student Signature

Parent Signature

*Extenuating circumstances related to any of the above criteria will be considered on an individual basis

TRANSFERS FROM NON-ACCREDITED SCHOOLS

The Flandreau Public School District will accept credits of students transferring from non-accredited schools subject to the following conditions or guidelines:

1. A standardized achievement test shall be administered and evaluated by the building principal and staff of the school to which the student is seeking admission.
2. The student will be placed in English and mathematics courses at the level of achievement demonstrated by the tests, as evaluated by the principal and appropriate staff. The student's placement may not be in a grade level higher than warranted by the student's chronological age, assuming entry into the first grade at age six and annual grade advancement thereafter. After initial placement the child may be advanced according to the student's demonstrated performance.
3. In all other subjects the student shall be interviewed and shall take a departmental examination in each course for which the granting of credit is being considered. After the examination and interview with the student, the department chairperson and staff will recommend to the building principal whether or not credit be granted for the course.
4. No credit will be granted for any science course which is normally a laboratory course, unless clear documentation is provided demonstrating that the student has satisfactorily participated in laboratory experiences which parallel or are consistent with those required in this district's science courses.
5. Any parent or guardian who is dissatisfied with the secondary placement of a student may appeal it to the superintendent of schools. Final appeal after the appeal at district level may be made to the state secretary of education.

Legal Reference: SDCL 13-27-29 Placement of child who has attended unaccredited school or alternative program – Appeal

SEPARATION FROM SCHOOL

Separation from the schools of the district implies that students have left before completion of the prescribed course of study. Separation may be classified into categories: transfer to another school system, either public or non-public, and withdrawal from attendance at any school (dropouts). Efforts shall be made in the case of permanent withdrawals from school (dropouts) to ascertain reason (s) for leaving and future plans.

ANTI-HARASSMENT POLICY

The Flandreau School District is committed to providing all students and employees with a safe and supportive school environment. Members of the school community are expected to treat each other with mutual respect and to accept the rich diversity, which makes up the community. Disrespect among members of the school community is unacceptable behavior, which threatens to disrupt the learning environment and decrease self-esteem.

Harassment is a form of unlawful discrimination as well as disrespectful behavior that will not be tolerated.

It is hereby the policy of the Flandreau School District to oppose and prohibit, without qualification, unlawful harassment based on race, color, religion (creed), national origin, marital status, sex, sexual orientation, or disability.

Any unlawful harassment of a student by a member of the school community is a violation of this policy.

The Flandreau School District shall act to investigate all complaints of harassment, formal or informal, verbal or written, and to discipline or take other appropriate action against any member of the school community who is found to have violated this policy. Copies of the policy are available at all administrative offices.

Unlawful Harassment means verbal or physical conduct based on an individual's actual or perceived race, religion (creed), color, national origin, marital status, sex, sexual orientation or disability and which has the purposes or effect of substantially interfering with a student's educational performance or creating an intimidating, hostile or offensive environment regardless of intent.

Harassment can include any unwelcome verbal, written or physical conduct, which offends, denigrates, or belittles any individual because of any of the characteristics described above. Such conduct includes, but is not limited to unsolicited derogatory remarks, jokes, demeaning comments or behavior, slurs, mimicking, name calling, graffiti, innuendo, gestures, physical contact, stalking, threatening, bullying, extorting or the display or circulation of written materials or pictures.

Sexual Harassment is illegal, unacceptable and shall not be tolerated. No employee or student of the Flandreau School District may sexually harass another. Sexual harassment means unwelcome sexual advances, requests, for sexual favors and other verbal or physical conduct of a sexual nature when:

- A. Submission to that conduct or communication is made a term or condition, either explicitly or implicitly, of obtaining or retaining employment, or of obtaining an education; or
- B. Submission to or rejection of that conduct or communication by an individual is used as a factor in decisions affecting that individual's employment or education; or
- C. That conduct or communication has the purpose or effect of substantially or unreasonably interfering with an individual's employment or education, or creating an intimidating, hostile or offensive employment or educational environment.

This policy applies whether the harassment is between people of the same or different gender. Sexual harassment can include but is not limited to unwelcome verbal, written or physical conduct, directed at or related to a person's gender, such as sexual gossip or personal comments of a sexual nature, sexually suggestive or foul language, sexual jokes, whistling, spreading rumors or lies of a sexual nature about someone, demanding sexual favors, forcing sexual activity by threat of punishment or offer of educational or employment rewards, obscene graffiti, display or sending of pornographic pictures or objects, offensive touching, pinching, grabbing, kissing or hugging or restraining someone's movement in a sexual way.

Additional examples of specific types of prohibited harassment are as follows:

1. Racial and Color Harassment
2. Religious (Creed) Harassment
3. National Origin Harassment
4. Marital Status Harassment
5. Sexual Orientation Harassment
6. Disability Harassment

Reporting

Anyone who observes, overhears or otherwise witness harassment, which may be unlawful, or to whom, such harassment is reported, must take prompt and appropriate action to stop the harassment and to prevent its reoccurrence. A written report of the incident and the action taken by the school employee in response to it must also be given to the appropriate School District's harassment complaint official designed to oversee the handling of harassment complaints. Confidentiality consistent with due process will be maintained.

School District Action

Upon receipt of a report, the Flandreau School District will take appropriate action. Such action may include, but is not limited to: warning, suspension, exclusion, expulsion, transfer, remediation, termination or discharge. Flandreau School District action taken for violation of this policy will be consistent with requirements of application South Dakota and federal law and Flandreau School District policies.

The result of the Flandreau School District's investigation of each complaint filed under these procedures will be reported in writing to the complainant by the Flandreau School District in accordance with state and federal law regarding data or records privacy.

The entire Anti-Harassment Policy is included in the district policy manuals, which are located in each administrative office. Students, employees, and members of the general public may review the policy manual upon request.

HAZING

It is the policy of the Board of Education and school district that hazing activities of any type are inconsistent with the educational process and will be prohibited at all times. Hazing is defined as:

Doing any act or coercing another, including the victim, to do any act of initiation unto any student or other organization that causes or creates a substantial risk of causing mental or physical harm to any person. Permission, consent, or assumption of risk by an individual subjected to hazing does not lessen the prohibition contained in this policy.

No administrator, faculty member, or other employee of the school district will encourage, permit, condone, or tolerate hazing activities. No student, including leaders of student organizations, will plan, encourage, or engage in any hazing.

Administrators, faculty members, and all other employees of the school district will be particularly alert to possible circumstances of events that might include hazing. If hazing or planned hazing is discovered, involved students will be informed by the discovering school employee of the prohibition contained in this policy and will be required to end all hazing activities immediately. All hazing incidents will be reported immediately to the superintendent/CEO.

Administrators, faculty members, students, and all other employees who fail to abide by the policy may be subject to disciplinary action, and will be liable for civil and criminal penalties in accordance with state law.

The contents of this policy will be distributed in writing to all students and school district employees following its official adoption by the Board of Education. In addition, this policy will be incorporated into building employee staff meetings or in-service programs.

ANTI-BULLYING/HARRASSMENT OF STUDENTS

Bullying and harassment of students is not tolerated by the Flandreau School District. The school district is committed to providing all students with a safe and civil school environment in which all members of the school community are treated with dignity and respect. Therefore, the school district prohibits harassment or bullying.

Bullying and harassment are intentional harmful behavior initiated by one or more students and directed toward another student or students which creates an objectively hostile school environment including, but not limited to, the following:

- Physical – harmful action or threat of harmful action against another person;
- Verbal, Written or Electronic – threatening, unkind, abusive or hurtful communication to a person or about a person;
- Emotional – taunting or other conduct intended to upset, exclude, or embarrass a person;
- Sexual – conduct or communication based on actual or perceived trait or characteristic of a person because of gender and/or initiation of unwarranted or unwelcome sexual advances, or
- Racial – rejection, exclusion, isolation, or embarrassment of a person because of ethnicity.

This policy applies while students are on school property; while in school-owned or school-operated vehicles; while attending or engaged in school-sponsored activities, or while using school equipment.

If, after an investigation, a student is found to be in violation of this policy, the student shall be disciplined by appropriate measures up to, and including, suspension and expulsion.

Retaliation against a person because the person has filed a bullying or harassment complaint or assisted or participated in a harassment investigation or proceeding is prohibited. An individual who knowingly files a false harassment complaint and a person who gives false statements in an investigation shall be subject to discipline by appropriate measures, as shall a

person who is found to have retaliated against another in violation of this policy. A student found to have retaliated or filed a false complaint in violation of this policy shall be subject to measures up to, and including, suspension and expulsion.

The building principal, school counselor or principal’s designee will be responsible for investigating all complaints by students alleging bullying or harassment. All documentation associated with a complaint shall be maintained by the building principal.

FORMAL COMPLAINT FORM

Name of complainant: _____

Date of complaint: _____

Name of alleged harasser or bully: _____

Date and place of incident or incidents: _____

Description of misconduct: _____

Name of witnesses (if any) : _____

Evidence of harassment or bullying, i.e., letters, photos, etc. (attach evidence if possible):

Any other information: _____

I agree that all of the information on this form is accurate and true to the best of my knowledge.

Signature: _____

Date: _____ / _____ / _____

WITNESS STATEMENT FORM

Name of witness: _____

Position of witness: _____

Date of testimony, interview: _____

Description of incident witnessed: _____

Any other information: _____

I agree that all of the information on this form is accurate and true to the best of my knowledge.

Signature: _____

Date: _____ / _____ / _____

BULLYING/HARASSMENT INVESTIGATION PROCEDURES

Students who feel that they have been bullied or harassed should:

- Communicate to the perpetrator that the individual expects the behavior to stop, if the individual is comfortable doing so. If the individual wants assistance communicating with the perpetrator, the individual should ask a teacher, counselor, bus driver, other staff, School Resource Officer or principal to help.
- If the bullying or harassment does not stop, or the individual does not feel comfortable confronting the perpetrator, the individual should:
 - tell a teacher, counselor, bus driver, other staff, School Resource Officer or principal; and
 - write down exactly what happened, keep a copy and give another copy to the teacher, counselor or principal including:
 - * what, when and where it happened;
 - * who was involved;
 - * exactly what was said or what the perpetrator did;
 - * witnesses to the bullying or harassment;
 - * what the student said or did, either at the time or later;
 - * how the student felt; and
 - * how the perpetrator responded.
 - teachers, counselors, bus drivers or other staff receiving a report, or who witness bullying or harassment, must report the incident to the building principal by the end of the school day in which the event occurred, but in no case later than the morning of the next school day.

FORMAL COMPLAINT PROCEDURE

An individual who believes that he/she has been harassed or bullied will notify the principal in his/her building who is the designated investigator. The alternate investigator is the school counselor or School Resource Officer assigned to a student's attendance center. The investigator may request that the individual complete the Harassment/Bullying Formal Complaint form and turn over evidence of the incident, including, but not limited to, letters, tapes, or pictures. Information received during the investigation is kept confidential to the extent possible.

The principal or the alternate investigator, with permission from the principal, has the authority to initiate an investigation in the absence of a written complaint.

INVESTIGATION PROCEDURE

The investigator will reasonably and promptly commence the investigation upon receipt of the complaint. The length of the investigation is governed by the facts and complexity of each individual case but should be completed within 30 days of the complaint. The superintendent may approve an extension in special circumstances. The investigator will interview the complainant and the alleged perpetrator. The alleged perpetrator may file a written statement in response to the complaint. The investigator may also interview witnesses as deemed appropriate.

Upon completion of the investigation, the investigator will make written findings and conclusions as to each allegation of bullying or harassment and produce written findings and conclusions. An alternate investigator will provide a copy of the written findings of the investigation to the principal.

RESOLUTION OF THE COMPLAINT

Following the completion of his/her own investigation or upon receipt of School Counselor or School Resource Officer's or an alternate investigator's report, the principal may investigate further, if deemed necessary, and make a determination of any appropriate additional steps which may include discipline.

The principal will file a written report documenting any disciplinary action taken or any other action taken in response to the complaint. The remedial actions taken by the principal, including disciplinary action where appropriate, should be designed to prevent further bullying or harassment. The principal, or designee, will monitor the effectiveness of the remedial actions taken by contacting the complainant at least twice during the month following the investigation resolution. These contacts should be included in the documentation. If further remedial actions are necessary, the case shall remain open with ongoing monitoring and documentation. The complainant, the alleged perpetrator and the investigator will receive notice as to the conclusion of the investigation. The principal will maintain a log of all complaints, findings, and actions taken, and will maintain all documentation related to a complaint investigation for during the duration of school years.

POINTS TO REMEMBER IN THE INVESTIGATION

- Evidence uncovered in the investigation is confidential.
- Complaints must be taken seriously and promptly investigated.
- No retaliation will be taken against complainant/individuals involved in the investigation process.
- Retaliators will be disciplined up to and including suspension and expulsion.

CYBER-BULLYING

Cyber bullying is all forms of harassment over the Internet or other forms of electronic communications, including cell phones. Students and staff will refrain from using communication devices or District property to harass or stalk another. The District's computer network and the Internet, whether accessed at school or away from school, during or after school hours, may not be used for the purpose of cyber bullying. All forms of cyber bullying are unacceptable and viewed as a violation of this policy and the District's acceptable computer use policy and procedures.

Users are responsible for the appropriateness of the materials they transmit. Hate mail, harassment, discriminatory remarks, or other anti-social behaviors are expressly prohibited. Cyber bullying includes, but is not limited to the following misuses of technology: harassing, teasing, intimidating, threatening, or terrorizing another person by sending or posting inappropriate and hurtful e-mail messages, instant messages, text messages, digital pictures or images, or web site postings, including blogs. It is also recognized that the author (poster or sender) of the inappropriate material is often disguised (logged on) as someone else.

Students and community members, who believe they have been victims of such misuses of technology, as described in this policy, should not erase the offending material from the systems. A copy of the material should be brought to the attention of a principal or teacher.

In situations in which cyber bullying originated from a non-school computer, but brought to the attention of school officials, any disciplinary action shall be based upon whether the conduct is determined to be severely disruptive of the educational process so that it markedly interrupts or severely impedes the day to day operations of a school. In addition, such conduct must also violate a school policy. Such conduct includes, but is not limited to, threats, or making threats off school grounds, to harm a member of the school staff or a student.

Malicious use of District's computer system to develop programs or to institute practices that harass other users to gain unauthorized access to any entity on the system and/or change the components of an entity on the network is prohibited.

Disciplinary action may include, but is not limited to, the loss of computer privileges, detention, suspension, or expulsion for verified perpetrators of cyber bullying. In addition, when any kind of threat is communicated or when a hate crime is committed, it shall be reported to local law officials.

Flandreau High School Discipline Matrix

Preamble

Flandreau Public School does not tolerate drugs, weapons, or threatening behavior. Any such act will result in a recommendation for long-term suspension or expulsion.

There are a variety of consequences (discipline) for misconduct. Depending on the seriousness of the situation, there may be more than one consequence for a single event. Nothing in the charts is intended to restrict the District from imposing more severe consequences if, in the discretion of the District, the severity of harm, danger, damage or potential harm warrants it, or if the incident involves more than one infraction. In addition, although not listed as a potential consequence on the charts for a particular behavior, long term suspension or expulsion may be imposed based upon the facts. Disciplinary action may carry over into the next school year, as warranted by timing or seriousness of the infraction.

All discipline referrals submitted to the school administration/designee will begin with a conference with the student(s). In the case of suspension/expulsion, parents will be notified through a personal phone call, text/email, letter, or by the written referral form.

PLEASE NOTE: Federal privacy laws prohibit the District from naming students involved in disciplinary actions and from revealing the consequences of those actions to the parents of other students.

Philosophy of Student Conduct

A positive learning environment in our schools and a good state of student conduct start with students, parents, and staff having knowledge and understanding of the basic standards of acceptable conduct. In order to assist everyone in the pursuit of a quality education, the District has established guidelines designed to ensure a safe environment for all students and staff in our schools. For

these guidelines to be most effective, it is vital for the family, the school, and the community to work together. Students are responsible for their own actions. Students whose actions are in violation of school/District guidelines will be expected to accept the appropriate consequences. We are proud of our students and strive to see that all students learn to recognize the essential worth of each individual. Students are expected to respect the rights and property of others while demonstrating high standards of personal integrity. To meet these goals, we enlist the support of our community.

Unacceptable Behavior

When a District employee observes a student engaged in behavior that violates District policy, the employee is instructed to intervene either by requesting the unacceptable behavior cease or by immediately reporting the incident to the administration. Whenever the school administrator becomes aware of a report from a staff member, prompt and effective action to resolve the problem will be taken. When disciplinary action is appropriate, it shall be according to an established discipline plan. The assistance of the home, other educational supportive services, and other professional community agencies may be utilized. Each teacher will have a discipline plan for his/her classroom. When a student's actions go beyond those which the teacher can effectively control using his/her plan, the student will be referred to the administration. Students who break rules outside of the classroom may be referred directly to the administration or its designee.

Law Enforcement

The District shall notify appropriate law enforcement agencies of violations of the law.

Definitions

Throughout this handbook, unless the context otherwise requires, the following definitions apply:

District Property is any property owned, leased, or used by the District.

District Sponsored Event is any event, which is sponsored or supervised by the District or District personnel.

Electronic Devices are smart watches, cellphones, iPads, tablets, laptops, computers, iPods, MP3 players, or other electronic items.

Restitution is providing an equivalent replacement or compensation for damages or loss of personal or District property.

School/District Property is any personal or real property owned or under the control of the school or District.

Violations

Alcohol Violation means the unlawful use or imitation of, distribution, sale, purchase, possession, or transportation of any intoxicating element. This includes any equipment or devices used for ingesting alcohol. This violation also includes being under the influence, possession, distribution, or sale of alcohol at school, school-sponsored events and on school-sponsored transportation. This category does not include tobacco or drug possession.

Arson is knowingly damaging property by knowingly causing a fire or explosion on property owned or used by the school district.

Arson of a Structure or Property occurs when a person knowingly and unlawfully damages a structure or property by knowingly causing a fire or explosion.

Arson of an Occupied Structure is committed when a person knowingly and unlawfully damages an occupied structure by knowingly causing a fire or explosion.

Aggravated Assault occurs if the person commits assault under any of the following circumstances: (1) if the person causes serious physical injury to another; (2) if the person uses a deadly weapon or dangerous instrument; (3) if the person commits the assault after entering the private home of another with the intent to commit the assault; (4) if the person is eighteen years of age or older and commits the assault upon a child the age of fifteen years or under; (5) if the person commits the assault knowing or having reason to know that the victim is a peace officer, or a person summoned and directed by the officer while engaged in the execution of any official duties; (6) if the person commits the assault knowing or having reason to know the victim is a teacher or other person employed by any school and the teacher or other employee is upon the grounds of a school or grounds adjacent to the school or is in any part of a building or vehicle used for school purposes, or any teacher or school nurse visiting a private home in the course of the teacher's or nurse's professional duties, or any teacher engaged in any authorized and organized classroom activity held on other than school grounds.

Assault is (1) intentionally, knowingly, or recklessly causing any physical injury to another person; Or (2) intentionally placing another person in reasonable fear of imminent physical injury; or (3) knowingly touching another person with the intent to injure, insult, or provoke such person.

Bullying: STUDENT VIOLENCE/HARASSMENT/INTIMIDATION/BULLYING The School Board of Flandreau Public Schools believes it is the right of every student to be educated in a positive, safe, caring, and respectful learning environment. The School Board further believes a school environment that is inclusive of these traits maximizes student achievement, fosters student personal growth, and helps a student build a sense of community that promotes positive participation as citizens in society. To assist in achieving a school environment based on the beliefs of the School Board, bullying in any form will not be tolerated. Bullying may occur when a student or group of students engages in any form of behavior that includes such acts as intimidation and/or harassment that

- has the effect of physically harming a student, damaging a student's property, or placing a student in reasonable fear of harm or damage to property;
- is sufficiently severe, persistent or pervasive that the action, behavior, or threat creates an intimidating, threatening, or abusive environment in the form of physical or emotional harm;
- occurs when there is a real or perceived imbalance of power or strength: or
- may constitute a violation of law.

Bullying of a student or group of students can be manifested through written, verbal, physical, or emotional means and may occur in a variety of forms including, but not limited to the following:

- verbal, written/printed or graphic exposure to derogatory comments, extortion, exploitation, name calling, or rumor spreading either directly through another person or group or through cyber bullying;
- exposure to social exclusion or ostracism;
- physical contact including but not limited to pushing, hitting, kicking, shoving, or spitting;
- damage to or theft of personal property;

Disciplinary action may result for bullying, which occurs outside of the school and the school day when such acts result in a substantial physical, mental, or emotional negative effect on the victim physically, while on school grounds, school property, school buses, at school bus stops, or at school sponsored events and activities, or when such act(s) interfere with the authority of the school system to maintain order. This includes **cyberbullying**.

Harassment is intentional behavior by a student or group of students that is disturbing or threatening to another student or group of students. Intentional behaviors that characterize harassment include, but are not limited to, stalking, hazing, social exclusion, name calling, unwanted physical contact and unwelcome verbal or written comments, photographs and graphics. Harassment may be related, but not limited to, race, religious orientation, sexual preference, cultural background, economic status, size or personal appearance. Harassing behaviors can be direct or indirect and by use of social media.

Intimidation is intentional behavior by a student or group of students that places another student or group of students in fear of harm of person or property. Intimidation can be manifested emotionally or physically, either directly or indirectly, and by use of social media.

Students are prohibited from bullying on school grounds, school property, school buses, at school bus stops, at school sponsored events and activities, and through the use of electronic technology or electronic communication equipment on school computers, networks, forums, or mailing lists. Disciplinary action may result for bullying, which occurs outside of the school and the school day when such acts result in a substantial physical, mental, or emotional negative effect on the victim physically, while on school grounds, school property, school buses, at school bus stops, or at school sponsored events and activities, or when such act(s) interfere with the authority of the school system to maintain order. This includes **cyberbullying**. All suspected violations of law will be reported to local law enforcement.

Students who believe they are experiencing bullying or suspect another student is being bullied should report their concern to any staff member of the School District. School personnel are to maintain appropriate confidentiality of the reported information. Reprisal by any student directed toward a student or employee related to the reporting of a case or a suspected case of bullying shall not be tolerated, and the individual(s) will be subject to the disciplines set out in applicable District policies and administrative regulations. Students found to be bullying others will be disciplined up to and including suspension or expulsion from school. Knowingly submitting a false report under this policy shall subject the student to discipline up to and including suspension or expulsion. Where disciplinary action is necessary pursuant to any part of this policy, relevant District policies shall be followed.

Law enforcement authorities shall be notified any time District officials have a reasonable belief that an incidence of bullying is a violation of the law.

Bullying/ Threatening/and Intimidating Behavior to Students (Including Cyberbullying) a verbal or nonverbal implication to do physical injury to or damage to a student, their property, or their family's property.

Bullying/ Threatening/ and Intimidating Behavior to Staff (Including Cyberbullying) is a verbal or nonverbal implication or an attempt to do physical injury or damage to any Flandreau Public school district employee, their family, or property.

Burglary is the unauthorized entry for the purpose of committing a crime.

Cheating/ Falsification/Forgery/ and Plagiarism: Plagiarism or **cheating** is intentionally using information or property of another, without permission of the school and/or author, to obtain an unfair advantage. **Forgery** or **falsification** is the act of falsely or fraudulently

marking or altering a document or a verbal, written, or electronic communication, or any verbal or written communication that is intentionally false or fraudulent (i.e., dishonesty or lying).

Contraband is defined as any item prohibited from the school campus. Such items include dangerous instruments, firearms, weapons, illegal, prescription and over the counter drugs, alcohol, and any other item or substance that could be considered a safety or health hazard.

Dangerous Instruments/Devices means anything that, under the circumstances in which it is used, attempted to be used, or threatened to be used, is readily capable of causing death or serious physical injury. Includes, but not limited to, knives, guns, clubs, chains, thrown stones, cigarette lighters, fireworks, etc. This includes the sale, possession or distribution of dangerous instruments/devices, with or without compensation on any school campus, school sponsored event, or school transportation.

Defiance/ Disrespect towards Authority/ Insubordination/ and Non-Compliance involves intentional disobedience, resisting or disregarding the authority and direction of District personnel, or treating District personnel or others with contempt or rudeness. Includes, but not limited to, the failure to respond to a reasonable request, or the **refusal to identify self**, or give correct name when requested to do so by school personnel.

Disorderly Conduct is any act which substantially disrupts the orderly conduct of a school function; a behavior, which substantially disrupts the orderly learning environment; or poses a threat to the health, safety, and/or welfare of students, staff, or others. Includes, but is not limited to, **verbal provocation**, which is language that incites others to fight, and physical aggression. Physical Aggression includes tussles, **minor aggressive acts** (hitting, pushing and/or shoving).

Disruption is creating disturbances in class, on campus, or at school-sponsored events. Continual or repeated disruptions may warrant more severe consequences.

Dress Code Violation is failure to follow the dress or uniform guidelines established at the school of attendance.

Drug Violation is the unlawful use or imitation of, cultivation, manufacture, distribution, sale, purchase, possession, transportation or importation of a controlled drug or narcotic substance or equipment and devices used for preparing or taking drugs or narcotics. Includes being under the influence, possession, distribution, or sale of drugs at school, school-sponsored events and on school-sponsored transportation. Category includes over-the-counter and prescription medications if abused by the student. This category does not include tobacco or alcohol possession.

"**Drug**" means any narcotic drug, illicit or dangerous drug, inhalant, marijuana or peyote; inhalant, glue, paint, or any intoxicating substances that may impair an individual's physical or mental capacity; any narcotic or dangerous drug, unless prescribed by a physician and used in accordance with the prescription and governing board policies.

"**Drug paraphernalia**" means all equipment, products and materials of any kind which are used, intended for use or designed for use in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing, concealing, injecting, ingesting, inhaling or otherwise introducing into the human body a drug in violation of this chapter

Endangerment is creating a substantial risk of injury or imminent death to oneself or another.

Extortion is the act of knowingly obtaining or seeking to obtain property or services, or causing or seeking to cause another to act in a manner by means of a threat to do any of the following: (1) cause physical injury; (2) cause damage to property; (3) engage in illegal conduct; (4) make false accusations.

Fighting is engaging in physical contact for the purpose of inflicting harm on another person. In cases that are determined to be mutual combat situations, all students involved will be disciplined regardless of who actually initiated the fight. This includes **Verbal Provocation**, defined as the use of language or gestures that may incite another person or people to fight.

Self-Defense • It is the policy of the District that physical force should be avoided at all times. Under some circumstances, however, physical force is justified. Physical force is not illegal under this student code of conduct when a review of the evidence determines that physical force is immediately necessary to protect the student or another person against another's use or attempted use of unlawful physical force. Physical force is never justified to protect property, in response to verbal provocation, or after the initial user of physical force has stopped.

Firearm is (a) a weapon (including a starter gun) which will, or is designed to, or may be readily converted to expel a projectile by an explosive, or by gas, or air; (b) the frame or receiver of any such weapon; (c) any firearm muffler or firearm silencer; (d) any destructive device, including explosives, incendiaries, poison gas, bomb, grenade, rocket having a propellant charge of more than four ounces, missile having an explosive charge of more than one-fourth ounce, or mine, or any weapon or combination of parts which will, or is designed to or may be readily converted to expel a projectile by action of an explosive or other propellant. For purposes of application and enforcement of this policy, a B-B/pellet gun is considered a 'firearm'.

Gambling is to risk money or anything of value on the outcome of anything involving chance.

Gangs/Negative Group Affiliation/Secret Societies initiate, advocate, or promote activities that threaten the safety or well-being of persons or property on school grounds or that disrupts the school environment. The use of hand signals, graffiti, or the presence of any apparel, jewelry, accessory, or manner of dress or grooming that, by virtue of its color, arrangement, trademark, symbol, or any other attribute indicates or implies membership of affiliation with such a group is prohibited because of the disruption to educational activities. Any activity involving an initiation, hazing, intimidation, assault, or other activity related to group affiliation that is likely to cause or does cause bodily danger, physical harm, personal degradation or disgrace resulting in physical or mental harm to others is prohibited.

Harassment is intentional behavior by a student or group of students that is disturbing or threatening to another student or group of students. Intentional behaviors that characterize harassment include, but are not limited to, stalking, hazing, social exclusion, name calling, unwanted physical contact and unwelcome verbal or written comments, photographs and graphics. Harassment may be related, but not limited to, race, religious orientation, sexual preference, cultural background, economic status, size or personal appearance. Harassing behaviors can be direct or indirect, or through the use of social media.

Hazing means any intentional, knowing or reckless act committed by a student, whether individually or in concert with other persons against another student, and in which both of the following apply:

- The act was committed in connection with an initiation into, affiliation with, or the maintenance of membership in any organization that is affiliated with an educational institution.
- The act contributes to a substantial risk of potential physical injury, mental harm or degradation, or causes physical injury, mental harm or personal degradation.

Horseplay/Roughhousing/Recklessness or Minor Aggressive Acts means rough, boisterous or unsafe play; outbreak of rough and noisy behavior with potential for injury.

Inappropriate Language means any language that is harmful to another person; including **defamation**, which is wrongfully injuring another person's reputation through a written, spoken, or electronic communication that is not otherwise privileged under the law; **death threat** which is the act of stating an intended action, either verbally or in writing that could cause death; **hate speech**, which is defined as any written, oral, or electronic communication that manifests malice towards others based on their race, gender, or ethnicity; **profanity**, defined as the use of obscene language or gestures to the extent that it disturbs the educational process or environment; or **verbal abuse**, which is profanity or any derogatory language stated publicly to others. This violation includes, but is not limited to, racial slurs, oral or written speech, gang paraphernalia, symbols or gestures.

Intimidation/ Threats is intentional behavior by a student or group of students that places another student or group of students in fear of harm of person or property. Intimidation can be manifested emotionally or physically, either directly or indirectly, and by use of social media.

Public Display of Affection is visible affectionate physical contact (kissing, hugging, touching) that exceeds accepted standards of reasonable public contact.

Robbery is the taking, or attempting to take, any property of another from his/her person or immediate presence against his/her will, and threatening or using force against any person with intent either to coerce surrender of property, or to prevent resistance toward such person taking or retaining the property.

School Threat/Disruption of an Educational Institution is threatening to cause physical injury to any employee of an educational institution or a person attending an educational institution; threatening to cause damage to any educational institution, the property of any employee of an educational institution or the property of any person attending an educational institution; knowingly going on or remaining on the property of an educational institution for the purpose of interfering with or disrupting the lawful use of property by others; knowingly refusing to obey a lawful order given by an administrative officer of an educational institution who has reasonable grounds to believe that any person or persons are committing any act that interferes with or disrupts the lawful and safe use of the property by others at an educational institution. Includes but not limited to **bomb threats**, **chemical biological threats**, and **fire alarm misuse**.

Sexual Harassment is defined by but not limited to: (1) suggestive or obscene letters, notes, invitations, derogatory comments, slurs, jokes, epithets, touching, impeding or blocking movement, leering, gestures, display of sexually suggestive objects, pictures, or cartoons; (2) continuing to express sexual interest after being informed that the interest is unwelcome; (3) implying or withholding support or offering or granting favors in exchange for sexual favors. This includes **sexual harassment with contact**.

Sexual Offenses is the use of verbal, written, electronic, or physical threats/actions, or any language that is sexually demeaning or offensive. This includes **pornography**, **indecent exposure**, touching toward private areas, depantsing, pulling another's underclothing in public, or any form of sexual relations, including **sexual abuse** or **sexual assault**.

Surreptitious Photographing, videotaping or filming

A. It is unlawful for any person to knowingly photograph, videotape, film, digitally record or by any other means secretly view, with or without a device, another person without that person's consent under either of the following circumstances:

1. In a restroom, bathroom, locker room, bedroom or other location where the person has a reasonable expectation of privacy and the person is urinating, defecating, dressing, undressing, nude or involved in sexual intercourse or sexual contact.
2. In a manner that directly

or indirectly captures or allows the viewing of the person's genitalia, buttock or female breast, whether clothed unclothed, that is not otherwise visible to the public. B. It is unlawful to disclose, display, distribute or publish a photograph, videotape, film or digital recording made in violation of subsection A of this section without the consent or knowledge of the person depicted.

Tardy is failure to be at a designated location, such as a classroom, at a specified time without permission.

Technology Misuse/Improper Use is the failure to use hardware, software, electronic devices, web pages, social media and network for the intended educational use, without permission, or in a manner that causes disruption at a campus or any District facility. Device tampering, such as altering, damaging, or destroying an electronic device, computer hardware, software or school data; introducing a computer contaminant into any or network; causing the disruption of a device or network; and/or using a device or computer system to threaten, alarm, harass, or cause another person to suffer substantial emotional distress, is also prohibited. This includes such violations as **computer tampering, network infractions, cell phone misuse (telecommunications device),** and surreptitious photography/video using an electronic device.

Theft is taking property that belongs to another. Theft does not include confiscation by school authorities of property not permitted at the school. NOTE: In the event of theft or damage, personal items brought to school, such as musical instruments, radios, etc. are not covered by District insurance.

Tobacco Violation refers to, but is not limited to, smoking tobacco, (e.g., cigarettes, cigars, e-cigarettes, inhalation devices), smokeless tobacco (e.g., dip, chew, snuff, or twist), or tobacco-like substance such as herbal mixtures/smoking blends.

Trespass occurs when a person(s) enters upon, or in, school property without legal justification or without the implied or actual permission of the administration. This violation also includes **loitering**, which occurs if a person is intentionally present in or about school after a reasonable request to leave and does not have any specific legitimate reason for being there, or does not have written permission to be there from anyone authorized to grant such permission.

Tuancy/Leaving Campus without Authorization is being absent from class or school without parent or school permission (unexcused absence). Being habitually truant occurs when a student is truant for at least five days within a school year. The district desires to encourage and ensure students attend school daily. It is important for parents/guardians to communicate with school officials regarding any absences of their children. If a student continues to have unexcused absences, the student may be referred to the States Attorney. Absences will be considered excessive when the number of absent days exceeds ten percent of the number of required attendance days in a school year.

Unexcused Absence is being absent from class or school without permission.

Vandalism/Criminal Damage/Property Destruction the act of defacing or destroying any building, fixture, vegetation, or personal property. This includes, but is not limited to **graffiti, tagging, and vandalism of personal or school property.**

Weapon includes, but is not limited to, firearms, knives, bombs, other **combustibles**, daggers, dirks, stilettos, iron bars, brass knuckles, chains, bat or any object used to do bodily injury to any person. This infraction also includes **simulated weapons**, which is any instrument displayed or represented as a weapon or dangerous instrument.

A student who has violated multiple infractions in different areas may be referred for long-term suspension or expulsion.

Recommended Discipline Actions: Grades 9-12

Infraction	1st Referral	2nd Referral	3rd Referral
* Alcohol possession, use, under the influence or distribution of alcohol on District property or at a District sponsored event	10 day suspension	Recommended for long term suspension	Recommended for long term suspension
* Arson	Up to Expulsion Restitution	Expulsion, Restitution	
* Assault-Aggravated	Long Term Suspension, Expulsion, Restitution	Expulsion, Restitution	
* Assault-Student	Up to 10 Day Suspension, Long Term Suspension, Expulsion	Expulsion	

*Assault- Staff	Long Term Suspension, Expulsion	Expulsion	
*Bullying, Threatening and Intimidating Behavior, Including Harassment and Cyberbullying - to student	Mediation, Up to Five (5) Day Suspension	Up to 10 Day Suspension	Long Term Suspension, Expulsion
*Bullying, Threatening and Intimidating Behavior, Including Harassment and Cyberbullying - to staff	Up to 10 Day Suspension	Up to Long Term Suspension	Long Term Suspension, Expulsion
*Burglary	Up to Five (5) Day Suspension, Restitution	Up to 10 Day Suspension, Restitution	Long Term Suspension, Expulsion, Restitution
Cheating, Falsification, Forgery, or Plagiarism	See Academic Integrity Policy	See Academic Integrity Policy	See Academic Integrity Policy
Contraband	Detention, Long Term Suspension, Expulsion	Long Term Suspension, Expulsion	Long Term Suspension, Expulsion
Dangerous Instruments/Devices Possession, use of, or threat to use	Detention Up to 5 Day Suspension	Up to 10 Day Suspension	Long Term Suspension, Expulsion
*Death Threat	Up to 10 Day Suspension, May recommend evaluation with psychologist	Up to Long Term Suspension, May recommend evaluation with psychologist	Long Term Suspension, Expulsion, May recommend evaluation with psychologist
Defiance, Disrespect towards Authority, Insubordination, or Non- Compliance	Conference, Detention, Up to Three (3) Day Suspension	Up to Five (5) Day Suspension	Up to 10 Day Suspension
Disorderly Conduct	Detention, Up to Three (3) Day Suspension	Up to Five (5) Day Suspension	Up to 10 Day Suspension
Disruption	Conference, Detention	Up to Three (3) Day Suspension	Up to Five (5) Day Suspension
Dress Code Violation	Change Clothes, Notify Parent	Change Clothes, Detention Conference	Up to Three (3) Day Suspension
*Drugs ; use, under the influence, or possession of drugs or drug paraphernalia on District Property or at a District sponsored event	10 day suspension	Recommended for long term suspension	Recommended for long term suspension
Endangerment	Up to Five (5) Day Suspension	Up to 10 Day Suspension	Long Term Suspension, Expulsion
*Extortion	Notify Parent, Detention, Up to Three (3) Day Suspension	Up to Five (5) Day Suspension	Long Term Suspension
*Fighting	Up to 10 Day Suspension (5 days ISS/5 days OSS)	Long Term Suspension, Expulsion	Expulsion
*Firearm	Long Term Suspension, Expulsion	Expulsion	

Gambling	Conference, Notify Parent, Detention	Up to Three (3) Day Suspension	Up to Five (5) Day Suspension
*Gang Related Activity, Secret Societies, Negative Group Affiliation	Up to Three (3) Day Suspension, Notify Police	Up to Five (5) Day Suspension, Notify Police	Up to 10 Day Suspension, Notify Police
Harassment	Detention, Up to Five (5) Day Suspension	Up to 10 Day Suspension	Up to Long Term Suspension, Expulsion
Hazing	Detention, Up to Five (5) Day Suspension	Up to 10 Day Suspension	Up to Long Term Suspension, Expulsion
Horseplay: Roughhousing, Recklessness, or Minor Aggressive Acts	Detention, Conference Up to Three (3) Day Suspension	Up to Five (5) Day Suspension	Up to 10 Day Suspension, Long Term Suspension
Inappropriate Language: Defamation, Hate Speech, Profanity (See Death Threat and Verbal Abuse as well)	Detention, Up to Three (3) Day Suspension	Up to Five (5) Day Suspension	Up to 10 Day Suspension, Long Term Suspension, Expulsion
Public Display of Affection	Administrative Warning, Detention	Conference, Up to Three (3) Day Suspension	Up to Five (5) Day Suspension
*Robbery	Up to 10 Day Suspension, Long Term Suspension, Expulsion, Restitution	Long Term Suspension, Expulsion, Restitution	Expulsion, Restitution
* School Threat/ Disruption of an Educational Institution	Expulsion		
*Sexual Harassment	Notify Parents, Conference, Detention, Up to Three (3) Day Suspension	Up to Five (5) Day Suspension	Up to 10 Day Suspension
*Sexual Offenses; Pornography, Indecent Exposure	Notify Parent, Conference, Up to Five (5) Day Suspension	Up to 10 Day Suspension	Long Term Suspension, Expulsion
*Sexual Offenses; Sexual Abuse, Sexual Assault	Up to Long Term Suspension	Long Term Suspension, Expulsion	Expulsion
*Surreptitious Photographing, Videotaping, or Filming	Up to 10 Day Suspension, Long Term Suspension	Up to Long Term Suspension, Expulsion	Expulsion
Tardy	Tardies will be served with teacher	Habitual tardiness will result in individual tardy/intervention plan	Continued tardies/not following plan will result in an office referral
Technology Misuse/ Improper Use	See Technology User Agreement	See Technology User Agreement	See Technology User Agreement
*Theft	Up to Three (3) Day Suspension, Restitution	Up to Five (5) Day Suspension, Restitution	Up to 10 Day Suspension, Restitution

Intimidation/Threats	Mediation, Up to Three (3) Day Suspension	Up to Five (5) Day Suspension	Up to 10 Day Suspension
*Tobacco ; use, possession, or distribution of tobacco-like substance	Up to Five (5) Day Suspension	Up to 10 Day Suspension	Up to Long Term Suspension
Trespassing/Loitering	Up to Three (3) Day Suspension	Up to Five (5) Day Suspension	Up to 10 Day Suspension
*Truancy, Unexcused Absences, or Leaving Campus without Authorization	Up to 1 Day Suspension	Up to Three (3) Day Suspension	Up to Five (5) Day Suspension
*Vandalism, Criminal Damage, Property Destruction	Up to Five (5) Day Suspension, Restitution	Up to 10 Day Suspension, Restitution	Long Term Suspension, Expulsion, Restitution
Verbal Abuse- to student	Notify Parent Detention	Detention Up to Three (3) Day Suspension	Up to Five (5) Day Suspension
Verbal Abuse- to staff	Up to Three (3) Day Suspension	Up to Five (5) Day Suspension	Up to 10 Day Suspension
Verbal Provocation	Detention, Up to (3) Day Suspension	Up to Five (5) Day Suspension	Up to 10 Day Suspension
*Weapon , possession or use of	Long Term Suspension, Expulsion	Expulsion	
*Weapon-Simulated , possession of, use of, or threat to use	Notify Parent, Up to Three (3) Day Suspension	Up to Five (5) Day Suspension	Up to 10 Day Suspension, Long Term Suspension

An asterisk (*) indicates that a police report will be filed.

EXPLANATIONS OF CONSEQUENCES

Informal Conference: An informal conference between an administrator and a student.

Administrative Warning: A formal conference and warning from the school official to the student.

Parent Contact: The parent is notified by phone or in writing of student conduct.

Detention: The student will be detained either before school, at recess, at lunch, after school, or on Saturdays. The student will be under the supervision of a school employee. Transportation will not be provided for those students on detention. Parent notification will be attempted in advance of the detention.

In-school Suspension/On campus Reassignment: At the discretion of the building-level administrator; students may be assigned this consequence for various infractions. Students will remain in a classroom or specified location working on school assignments, while supervised by a staff member.

Restitution: Students may be held liable for the cost of replacing or repairing school or personal property in the event of property damage, destruction, or theft.